February 6, 1959

PERSONAL

Mr. Milton A. Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

Today is another milestone in your career because it marks your Twentieth Anniversary of FBI service. Your anniversary offers an excellent opportunity to extend my heartfelt congratulations and, in commemoration of this event, I am enclosing for you the Bureau's Twenty-Year Service Award Key.

The years you have been with the Eureau cover a period of grave national and international stress. The progress the Eureau has made has necessitated hard work, a willingness to subordinate our personal wishes to the needs of the organization and a firm belief in the ideals of the FBI, all of which you have contributed readily and without thought of any personal gain. I sincerely believe that our present position of high public esteem is the natural result of the zeal of our veteran associates such as you.

It is my earnest hope that you will wear this Key proudly, not only as a symbol of our organization, but also as a sign of your participation in its progress.

With best wishes and kind regards.

Boardman Enclosure Belmont.

1 - Mr. Holloman (direct)

CRD:ksr (5) 67-109106

Mr. DeLoach (Personal)

MAIL ROOM

ice MemoQindum • United STOES GOVERNMENT . TOLSON. DATE: January 16, 1959 Die Four Insp. INSPECTION -RECORDS AND COMMUNICATIONS DIVISION Z INSPECTOR JOHN F. MALONE OCTOBER 20, 1958, to JANUARY 8, 1959 SUMMARY OFFICIALS: Inspector-in-Charge Gordon A. Nease since 11/1/57: Former Assistant to the Director L. B. Nichols from 5/41 to 11/1/57. Inspector J. J. McGuire, No. 1 Man since 3/1/43 Inspector C. D. DeLoach, No. 2 Man since 3/15/54 R. E. Wick, No. 3 Man since 10/29/51 Supervisor-in-Charge and Section Chiefs Records Branch - F. W. Waikart, Supervisor-in-Charge Processing & Research - W. G. Eames Service & Review - L. E. Short Crime Records - M. All Jones Communications - L. E. Wherry, Jr. LAST INSPECTION: 2/8 to 4/25/56, by Inspector J. E. Edwards; Communications Section 5/22 - 6/21/57 by Inspector J. H. Gale EVALUATIONS: $R_{E^{-1}}$ (1) PHYSICAL CONDITION AND MAINTENANCE Serious shortcomings regarding adequacy of space, Crime Records Section (CRS), resulting untidy appearance in some units. Attempt to obtain additional space made, and now available and in use. Conditions could have been improved by better housekeeping habits, tighter administrative control and relocation of infrequently used material to less congested areas. Above-average number of delinquencies, such as dirt on some fit all cabinets, letters for National Academy graduation stored in employees clothes closet, four rooms in need of painting but not requested of GSA personnel files maintained overnight in unlocked cabinet and exposed vacuum cleaner with hose lying loosely on floor, observed in physical check. Enclosures cc - Mr. Mohr (Attention: W. S. Tavel) (Sent separately) rear 1875

Good portion rest of division well organized and neatly kept. In Teletype Unit a loose metal conduit housing electrical circuit removed as safety hazard; hot exhaust pipes endangering employees were covered by wire mesh guards at Radio Station, Sowego. Director made 10 specific recommendations which will improve new tour facilities at 9th street entrance. Instructed to follow closely.

89.1% of signature mail arrived prior to deadline Mr. Tolson's. Office, while 10.9% arrived after deadline during survey 11/3 - 11/7/58. Fairly even flow of mail throughout deadline period. On 11/18/58 out of 26 delinquent items (not handled 3 work days); 14 emanated from this division, specifically, Crime Records Section. Determined extent of delinquency could have been reduced had adequate system for following same been in effect. Remedied by Inspector. Stenographic production of 1.5 pages per hour - low. Mr. Nease attributed low figure to large turnover of stenographers, great amount of proof reading, retypes and crowded stenographic pool. Inspector corrected lack of uniformity regarding maintenance of sign-in registers.

(III) ADMINISTRATI VE OPERATIONS GOOD

Front Office operating satisfactorily, along with Reading Room. Over-all operations of Tour Room satisfactory. Arranging of tours requiring Special Agents, transferred from Crime Records Section to Tour Room, thus eliminating clerical duties from Agents in Crime Records Section.

Communications Section: Appears functioning satisfactorily. Instructed to revise working guides in some respects. Stamp fund inventory records prematurely destroyed contrary Bureau regulations. Remedied. New procedure requiring all incoming teletypes, telegrams, radiograms, and cables for division be screened in Front Office for matters of immediate interest to Director, adopted. Use of leased line circuit to New York has effected savings. Three-week period, 10/20 - 11/7/58 saved \$224.49.

Reserve commercial toll teletype circuit, Midland Radio Station, discontinued at savings of \$44.75 per month.

Crime Records Section: Reorganization of CRS, approved by Director, May, 1958, should be implemented fully by assignment of one Agent to Correspondence Unit, with one clerk for the Agent. One clerk should be

assigned to Research Unit to take over clerical duties now handled by Agents. Widely diversified outlets developed for "Top Ten" and fugitive publicity. Book review responsibility fixed on Central Research Section, Dome stic Intelligence Division; not previously coordinated. Recommend. CRS projects relating to National Association of County and Prosecuting Attorneys, American Bar Association, and National Association of Attorneys General transfer to Training and Inspection Division. System for charging out reference material inadequate -- corrected. Many instances noted where ticklers being retained in excess of allowable period. Corrected. Newspaper subscription cost survey by CRS not. properly followed and mars matter of record. Instructed follow closely in future. Odd-four shift personnel I clerk daily and 2 on Mondays, unanthorized. Corrected. Experienced stenographers now used Correspondence Unit to handle expedite and important correspondence. Should be beneficial. During inspection incoming letter from Special Agent's wife requesting Director's photograph inadequately appraised, resulting unnecessary correspondence, and division failed fix responsibility. Two stenographers were without regularly assigned electric typewriters. May - October, 1958, but kept busy during vacation schedule until October. Funds for electric typewriters not available and stenographers' full potential not realized for 35-day period. Mechanical typewriters secured on Inspector's instructions.

Crime Records Section 12/5/58 sent up detailed analysis of article "The FBI' by Fred J. Cook in "The Nation" of 10/18/58 -- 443 pages. Director noted it was utterly unsatisfactory and not properly handled. Asked Mr. Sullivan of Central Research Section to bring "order out of chaos." Mr. Sullivan is using new format and additional research required and conducted.

Records Branch: Mail being processed promptly. Active mail processed completely within 3 days and 82.64% processed in 2 days. Improvement over last inspection. Tighter control recommended by Inspector on Stop Desk and Expedite Processing. Production improved in units since last inspection, except Correlation Unit, where procedural changes taken place and more extensive correlation summaries now prepared. These summaries are costly and Inspector felt could be drastically streamlined. Propose committee of four representatives of divisions who use them most (Domestic Intelligence, Investigative, Records and Communications, along with Training and Inspection), re-evaluate program. Inspector instructed analysis Personnel Records Unit be made to work out system to count of production of employees other than employee himself doing it. Recommended streamlining method to be used in Main Card Rehabilitation Program, 60-day trial. Only 4 out of 4, 893, 525 files to be located - low.

(IV) PERSONNEL MATTERS.... GOOD

As of 12/22/58, 36 Special Agents and 1320 clerks assigned. 34 Special Agents and 316 clerical employees interviewed. Inspection revealed Records Branch should be able to operate efficiently with 8 Agents rather than 10. Director approved Inspector's recommendation releasing 2 Agent supervisors. Clerical quota figures in need re-evaluation. 60-day survey to be conducted to more accurately determine personnel requirements. Night shift, Records Branch, reduced 12 to 9 employees. Morale appears satisfactory in division, except within Correspondence Unit (see attached supporting memorandum), CRS, where it is below average. Condition due primarily to frustration; fears that advancement may be hindered due to letters of censure. Will improve with more space and personnel. Mr. Nease and Mr. Jones aware of this and should have provided closer guidance, direction and leadership. Overtime above SOG average at 2'36", 5/1-10/31/58, and irregular (SOG average 2'31"). No patterns noted and appears reasonably shared. 24 out of 27 errors found in registers in 2-week period made by Front Office people in computing overtime. Many due to incorrect addition, others due to failure to follow Bureau instructions. Promotions and rotation policies satisfactory. FBIRA being handled adequately.

(V) LIAISON CONTACTS VERY GOOD

Program appears satisfactory. Contacts maintained with ranking officials both in and out of Government on personal basis. Bureau cannot rest on laurels; however, only by constant re-evaluation and complete exploitation can full potential of program be realized. Instructed to give continuous and preferred attention. Mr. Nease personally supervising Bureau Contact Program to implement Director's instructions 9/3/58. Instructed prepare semiannual listing of all sources for purpose of determining if source still in position to be of service.

RECOMMENDATIONS:

l. Gordon A. Nease, EOD (adjusted) 5/10/38, GS-16, \$14,430, Nonveteran, Not on Probation.

Mr. Nease is a tireless worker, completely loyal and has an excellent knowledge of Bureau policy and procedure. He is definitely trying to do a good job but seems to lack administrative and supervisory know-how to meet the challenge of his present assignment. During the months

that he has been in charge of the division, he has made commendatory accomplishments in the Records Branch, Communications Section and Tour Unit. While he recognized the certain weaknesses of the Crime Records Section, he failed to recognize the factors causing such weaknesses follow up with positive remedial action, and to advise the Director. Mr. Nease's main weakness lies in administration and supervision.

Inspection findings indicate a need on Mr. Nease's part for more aggressive leadership, initiative, resourcefulness, imagination, and tighter supervision.

The Crime Records Section presents the main challenge existing in the division. If Mr. Nease will meet this challenge head-on, provide the necessary leadership and administration on an over-all division basis, it is felt that in due time he will be able to supervise the entire operation efficiently.

It is recommended that Mr. Nease be censured and placed on probation for the serious administrative delinquencies found during the inspection, but that he remain in his present position.

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2. Milton A. Jones, EOD 2/6/39; GS-15, \$13,970; Nonveteran; Not on Probation.

By memorandum dated 9/8/58 to Mr. Tolson, Mr. G. A. Nease recommended the replacement of Mr. Milton A. Jones as Chief of the Crime Records Section. Jones has been assigned to the Crime Records Section since 2/20/40 and has been Chief of the section since 3/1/44.

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Mr. Nease pointed out in his memorandum that Mr. Jones is becoming too burdened with administrative detail and is not affording proper leadership to Crime Records Section. In addition, Mr. Nease indicated numerous administrative weaknesses were found in Crime Records Section.

In the inspection writeup in regard to Mr. Jones dated October 28, 1958, Mr. Nease stated that under Jones' supervision the reorganization of the Crime Records Section made some months ago is beginning to pay results and there has been a decided improvement in the Crime Records Section. Errors in correspondence have decreased. The quality of the work is better even though the section has been heavily burdened with numerous special projects. Mr. Nease stated that it is apparent that Mr. Jones has taken hold of this section in a much more firm manner than in the past. As of the date of this rating, Nease feels that if his present standard of performance will continue, Jones should be able to function in his present capacity.

Inspection Findings: Mr. Nease's evaluation of Mr. Jones is well founded. Inspection findings reflect that supervisor Jones is extremely capable and a hard worker but he is weak on administration. Mr. Jones is so conscientious about his work that he is reluctant to delegate responsibility. As a result he is so burdened with administrative detail that he does not have time to delve into, analyze, supervise and devote the necessary attention to the over-all operation of the section.

Inspection revealed serious shortcomings regarding adequacy of space in Crime Records Section resulting in untidy appearance in some units. Appearance could have been improved, however, by better housekeeping habits and tighter administrative control. Low production in Crime Records stenographic pool; two stenographers were without regularly assigned typewriters May through October, 1958; inadequate system for following delinquency (work 3 days old) as well as inadequate system for charging out reference material maintained by section.

These matters were discussed by the Inspector with Mr. Jones. He understands that in order to provide supervision and leadership he cannot rely on subordinates but must personally delve into every phase of the section's operations. Mr. Jones stated that he was aware of the problems arising from errors and letters of censure in the Crime Records Section and has on numerous instances called them to the attention of Mr. Nichols and Mr. Nease.

Mr. Jones has assured that if the Director maintains him in his present position, he will do everything in his power to operate the section the way he knows the Director wants it run.

Recommendations:

- (a) Inasmuch as Crime Records Section has begun to show considerable improvement during the inspection and under the new reorganization plan, it is recommended that Jones be given an opportunity to demonstrate any qualities of leadership he might have.
- (b) It is being recommended, however, that he be censured and placed on probation. If approved, to be handled by the Administrative Division.

3. Frank W. Waikart, EOD 3/26/34 (11/1/38 as SA); GS-16, \$14,190; Not on Probation; Nonveteran.

Mr. Waikart has a good knowledge of the operations of the Records Branch. He is sincere, conscientious and loyal. However, in regard to Agent supervisors in the Records Branch, Mr. Waikart made no effort to reduce personnel in line with the Director's expressed need for tightening up and reducing personnel wherever possible without affecting over-all efficiency. Inspection findings indicate a sound basis existed for the reduction of Agent personnel in the Records Branch by two. Mr. Waikart, if he were properly fulfilling his responsibilities as Chief of the Records Branch, should have been aware of this excess in personnel and should not have needed the impetus of the inspection to take appropriate action.

It is recommended that Mr. Waikart be censured for his failure to recognize the existence of excessive Agent supervisory personnel in the Records Branch.

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- 4. To implement transfer of certain pending projects, as agreed upon by Mr. Nease and the Inspector, recommend that:
 - (a) National Association of County and Prosecuting Attorneys, American Bar Association, National Association of Attorneys General, be transferred from the Crime Records Section to the Training and Inspection Division.

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(b) That "FBI Notes" project, be transferred from Projects Unit, CRS, to Publications Unit, CRS.

(c) That a central control desk be established in the Crime Records Section for administrative control of the preparation of biographical summaries on individuals or subjects which are basically research studies and not of short deadline.

5. That Records and Communications Division implement appointment of a committee of 4 persons, one each from Records and Communications Division, Domestic Intelligence Division, and Investigative Division, which divisions made most use of correlation summaries, and one from the Training and Inspection Division, to thoroughly study and reevaluate the entire correlation summary program. Final report and recommendations of this committee should receive Executives Conference consideration.

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6. Adequacy of personnel recommendations, CRS, handled separately by memorandum Q. Tamm to Mr. Tolson, 1/16/59, captioned, "Adequacy of Personnel, Crime Records Section (CRS)." (Memo attached.)

7. Recommendations in regard to morale in CRS handled in separate memorandum dated 1/15/59 from Q. Tamm to Mr. Tolson captioned, "Records and Communications Division Inspection (Morale)." (Memo attached.)

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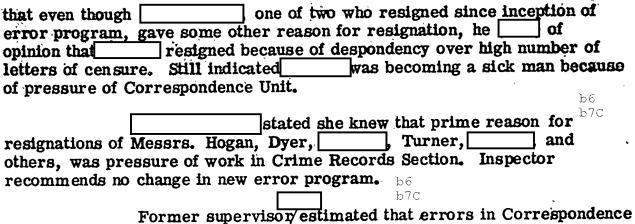
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PERMANENT BRIEFS OF G. A. NEASE AND M. A. JONES ATTACHED.

fice Memorandum -RECORDS AND COMMUNICATIONS: SUBJECT: DIVISION INSPECTION (MORALE) 6 SYNOPSIS TONES MILTON of the Crime Records Section Supervisor advised Inspector that morale in the Correspondence Unit of Crime Records Section (CRS) was low because of high number of letters of censure received 0 1 1 1 100 - Caro by Agent personnel assigned to unit. Feels resignations resulted from letters of censure and pressure. Research All Agent personnel and Assignant in Correspondence Unit; interviewed. Feeling on part of personnel concerning morale mixed. Inspector feels morale below average. Those Interviewed maintain that esprit de corps, enthusiasm and interest in work excellent. All admit existence of a problem which has direct bearing on morale and that is feeling of frustration on part of personnel in Correspondence Unit as to their future in Bureau resulting from high b6 number of letters of censure. All except program is good and should not be changed. (Error Program - Any employee dictating or preparing outgoing correspondence addressed to persons by name or outside the Bureau which is found to contain an error is, to be censured for each such piece of correspondence containing an error when detected in the Director's Office, Associate Director's Office, or the Bureau Reading Room.) Error program, letters of censure and resignation. situation analyzed. Since inception of new error program on 4/8/57, 64. detected outside of the division were charged against Records and Communications Division. On a percentage basis when compared with errors in other divisions, Records and Communications Division was low. However, heavy concentration of these errors found in Correspondence Unit of Crime Records From 4/8/57 to 10/31/58 there were 75 letters of censure directed to Crime Records Section, 52 of which directed to Correspondence Unit. These 52 letters of censure received by 12 individuals and ranged from 1 to 11 letters per individual. Of 12 employees who received 52 letters of censure during pertinent period, 2 resigned, 5 still employed in unit, 1 transferred to Investigative Division, and 3 to Washington Field Office, one of 3 transferred to Washington Field Office who was so transferred as a result of the prior of cc _ Mr. Mohr



Unit have been reduced by 2/3 as a result of program. Analysis of errors reflects that they are of such a nature that more careful proof-reading of letters looking for grammatical errors, and certain changes in the Correspondence Unit should effect further reduction.

Present space completely inadequate and space alignment not conducive to high quality work expected of Correspondence Unit. On one occasion Inspector observed seven employees milling about a room in which supervisor dictating letter for Director's signature. Additional space, if properly organized, should help reduce errors. Inspector feels present rate of 20 letters per employee in Correspondence Unit too high to insure quality of letter and degree of accuracy necessary in correspondence for Director's signature. One additional employee would reduce rate to 17 letters per day per employee. Each supervisor would be able to devote approximately 15% more time to each letter. of one Agent to Correspondence Unit should promote greater accuracy. Proper deployment of experienced stenographers in Correspondence Unit should help. Assignment to Correspondence Unit a challenge. Personnel assigned thereto should be thoroughly screened prior to assignment and carefully indoctrinated thereafter. Personnel presently assigned to unit appear capable. Failure to properly indoctrinate employees gives rise to feeling of frustration. Traces of self-pity also evident. Mr. Jones and Mr. Nease aware that problem exists; should have given Director benefit of information concerning problem. Mr. Nease claims condition in Correspondence Unit due to resentment of error program and that with pride in work on part of personnel, error program will take care of itself. Inspector does not agree. No Agents interviewed showed resentment to error program as such. All expressed pride and enthusiasm in work. Inspector feels that with above-indicated changes and with closer guidance, direction and leadership, the condition in Correspondence Unit will improve.

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RECOMMENDATIONS:

EOD 12/11/50; GS-13, \$10,370, Veteran (5 points); Not on Probation. Inspector feels that | although his analysis of the b6 situation could not be completely supported by fact, was sincere and b7C motivated in part by lack of any action on part of division officials to take corrective action on problem they knew existed. Inspector realizes there is no room for self-pity. However, it is felt best interests of Bureau at heart and inspection verified to some extent allegations. b6 Serious administrative action would be recommended against b7C for his failure to take appropriate action earlier except it is felt

It is recommended that be censured for his failure to take back appropriate remedial action immediately upon becoming aware of the undesirable situation existing in Crime Records Section.

that such action would tend to discourage employees from bringing undesirable

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conditions to attention of officials.

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2. Milton A. Nones, EOD 2/6/39; GS-15, \$13,970, Nonveteran, Not on Probation.

Mr. Jones was aware that a problem existed in Correspondence Unit in that personnel assigned thereto felt their future in the Bureau could be affected unless some consideration is given to their constant exposure to errors and censure. He states that he discussed the matter with Mr. Nichols but other than this he took no positive action to analyze the situation to ascertain if problem had basis in fact. Inspector feels that Mr. Jones failed to properly analyze the situation or to provide the leadership and indoctrination necessary to offset any feeling of frustration and self-pity which may have crept into the Correspondence

Unit. Recommendation for administrative action regarding Mr. Jones contained in summary.

3. Mr. Gordon A. Nease, EOD (adjusted) 5/10/38, GS-16, \$14,430. Nonveteran, Not on Probation.

Mr. Nease states he was cognizant of situation in Crime Records Section which he attributes to certain resentment over Bureau error program. He feels that if idea of pride in their work can be instilled in supervisors handling correspondence, the error program would take care of itself rather than change the rule. Inspector feels that Mr. Nease did not properly analyze and handle the problem. As soon as he took over the division he should have immediately advised the Director of the situation and outlined what positive aggressive action he propsed to take to remedy it. By his failure to do this he allowed a situation to simmer which, at best, is not a healthy one. Inspector does not agree with Mr. Nease that errors due to lack of pride on part of supervisors. During interviews, Inspector detected a great deal of pride and enthusiasm on part of supervisors.

Recommendation for administrative action regarding Mr. Nease contained in summary.

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DETAILS b6
BACKGROUND:
Supervisor of the Crime Records Section, during an interview by Inspector J. F. Malone, advised that morale in the Correspondence Unit of the Crime Records Section was low because of high number of letters of censure received by Agent personnel assigned to unit.
Agent personnel and Research Assistant in Correspondence Unit, interviewed. MORALE
MORELLA
Opinion is divided at to the status of morale in the Correspondence Unit. Following any comments of those interviewed in regard to morale.
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"In response to any inquiry relative to any morale problem I am firmly convinced that the enthusiasm and attitude of all employees of the Correspondence Unit are very high."
David W. Bowers
meaning of the word morale to say that morale is good or bad in the unit."
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despite the fact that we are trying very hard to do our jobs, that we have no 'gripes' and that we certainly will not be discouraged in our determination to do the best job possible by any difficulties which we might encounter."



W. H. Stapleton

	" th	e enthusiasm and attitu	de of the Special Agents
my thought i	the Corres that morale lity attachi	pondence Unit are exce e could not help but be a	Hent. Howeverit was affected by the high degree uties and the constant pressure
		Ъ6 Ъ7С	
	ere was an	exceptionally strong 'e	n concerning morale esprit de corps' among the Crime Records Section."
Milton .	Jones		,

Stated that morale is a relative thing. As far as enthusiasm, interest in work and willingness to do a good job, personnel in Correspondence Unit cannot be surpassed.

CONCLUSIONS OF INSPECTOR

Morale is not as high as it could be, because of an existing problem. Attitude of those interviewed excellent.

THE PROBLEM

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"I have received a number of letters of censure resulting from mistakes in outgoing mail and I was personally very concerned about my future in the Bureau as a result."

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"I feel employees of the unit work in a state of apprehension because of the constant heavy volume and pressure and because of the utmost need for accuracy."

Dåvid W. Bowers

"My main concern is that my career in the Bureau will be hurt because of my assignment to the unit. I certainly make every possible effort to avoid errors but realize it is impossible to catch them all. I know the chances of my being censured under the error program are far

greater when I do nothing but handle signature mail than are those of some Agen in another section who rarely ever has to turn out such mail and I fear this other Agent will be promoted past me merely because I have received more letters of censure than he has. I recall the Correspondence Unit had been described to me before I came to the section as 'a treadmill to oblivion' and I certainly do not want to have my record in the Bureau ruined."

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problem is the experience we have had wherein any number of Agents with excellent records elsewhere in the Bureau.....yet almost without exception when these good men have been placed on a correspondence desk, their Bureau records have suffered."

William H. Stapleton

"Relative to the error program I agreed that it had accomplished very successful results but I wondered if its strict application to personnel whose duties in the main consist of preparing correspondence for outside the Bureau was completely fair."

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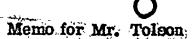
all errors in the same way. Some involve more culpability than others.
.... I submitted an oral suggestion to Mr. Nease that more latitude be taken in scoring errors in the Bureau against employees who are as highly vulnerable as we are in Crime Records Section."

CONCLUSIONS OF INSPECTOR

That apprehension exists on the part of Agents assigned to the Correspondence Unit concerning their future in the Bureau. This apprehension is caused by the number of letters of censure they receive.

ERROR PROGRAM

Since current error program was inaugurated on 4/8/57 there was a total of 64 errors found outside of Records and Communications in mail prepared by the Correspondence Unit and directed outside the Errors number represents the errors detected by the Reading Room. In addition, there were 124 errors detected within the division. Following chart reflects a comparison of the errors of the Records and Communication Division with other divisions:



<u>Division</u>	Total Pieces of Mail	Total Errors in Correspondence Dir. Outside Bureau Detected by Reading Room	Percentage
Identification	7361	19	.00258
Training & Inspection	3893	10	.00256
Administrative	44013	92 -	.00209
Records & Communi- cations	27702	64	.00231
Domestic Intelligence	24058 °	98	.00407
Investigative	22849	53	.00231
Laboratory	12111	52	.00429

On a divisional basis the number of errors detected in correspondence directed outside of the Bureau by the Records and Communications Division was comparatively low percentagewise. It is estimated that 95% of all correspondence in the Records and Communications Division emanates in the Crime Records Section and 80% of the correspondence prepared by the Crime Records Section is handled by the Correspondence Unit. All Agents interviewed in the Correspondence Unit were heartily. in favor of the error program and believed it should be continued in its present form. b7C

voiced some

It should be noted that opposition to the method of counting errors under the error program. She believes that more latitude should be taken in the scoring of errors in the Bureau against employees who are as hiply vulnerable as those in the Crime Records Section. Mr. who was transferred to Washington Field Office from the Correspondence Unit, was interviewed and stated that he felt the new error program under which he received 9 letters of censure while in the Correspondence Unit did a great deal in cutting down errors. He stated that in his opinion the errors were cut 2/3 and he heartily endorses the program.

CONCLUSIONS OF INSPECTOR

That employees of the Correspondence Unit, because of the nature of their work, do have more errors than any other unit of comparable size in the Bureau and this creates a serious problem concerning which something should be done. However, the gror program should not be altered because of this. Inspector believes that by making certain adjustments in the Correspondence Unit, the frequency of errors can be reduced materially.

LETTERS OF CENSURE

From the inception of the error program on April 8, 1957, to October 31, 1958, Crime Records Section received 75 letters of censure. Following is a breakdown of the units to which the letters of censure were directed:

mi ecteu.	Present	Letters of
Unit	Strength	Censure
Correspondence	6*	52
Library	1	1
Research	5	3
Special Projects	4	13.
Publications Section Chief)	2	√ 5 .
No. 1 Man	3	11:
No. 2 Man)	21	75 b6
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*Includes Mrs. GS-9 Research Assistant who performs duties similar to those of an agent supervisor in preparing outgoing correspondence.

It should be noted that of the 75 letters of censure received by the Crime Records Section, 52 were received by the Correspondence Unit. The 52 letters of censure received by the Correspondence Unit were received by 12 individuals and ranged from 1 to 11 letters per individual as follows:

	Employee	No. of Letters of Censure	Present Assignment
b6	David W. Bowers	2 1	Correspondence Unit Investigative Div. since 1/58
,b7C		4 3 2	Correspondence Unit Resigned 10/17/58 Transferred to WFO
b6 b7С	Harold P. Leinbaugh	6 3 2	8/57 Correspondence Unit Number Two Man Corre spon dence Unit
•		8 9	Resigned 9/58 Transferred to WFO 6/58
b6 b7С		11	Transferred to WFO 4/58 Correspondence Unit
	Total	52	

^{*}GS-9 Research Assistant who performs duties similar to that of an Agent on Correspondence Unit desk.

Of the 12 employees who received these 52 letters of censure, it will be noted from the above clart that 2 have resigned, 5 are still employed in the unit, 1 was transferred to the Investigative Division, and 3 to the Washington Field Office.

CONCLUSIONS OF INSPECTOR

69% of the letters of censure directed to the Crime Records Section are received by Correspondence Unit. Although the Correspondence Unit is more susceptible to letters of censure than any other unit in the Bureau, the number of letters of censure are entirely too high. This high rate of letters of censure stresses the need for greater accuracy and the elimination of any weaknesses which might contribute to errors. Special concessions to the Correspondence Unit because of the volume of work handled is not the answer and would only tend to increase rather than decrease the number of letters of censure.

RESIGNATIONS

From October 1, 1955, to November 1, 1958, 5 Agents assigned to the Records and Communications Division resigned. All of these Agents were either assigned to the Correspondence Unit of Crime Records Section at the time of resignation or shortly before their resignation.

Following chart sets forth resignations in Records and Communications Division as compared with other divisions:

Division	Total Agent Resignation Oct./55- Nov./58	Av. # Of Agents Per Division Oct./55 - Nov./58	Percentage
Identification	1 .	6	16.67
Training & Inspection	2	. 31	6.45
Administrative	0	29	0 .
Records & Communi- cations	5	36: 5	13. 69
Domestic Intelligence	2	148:	1.35
Investigative	7	123	5.6 9
Laboratory	Í	81	1. 23 .

Three of five resignations in Records and Communications Division occurred since inception of new error program 4/8/87.

The percentage of resignations in relation to the number of Agents assigned is extremely high with the exception of Identification Division, where the percentage is high because of the relatively small number of Agents assigned.

In regard to resignations, Mrs. stated: "You asked me specifically if I felt that the hardships which we believe exist in Crime Records have resulted in the resignations of Special Agents and I told you I knew that this was the prime reason in numerous cases. I could cite Mr.	b6 b7c b6 b7c b6 b7c
resignations were due to a feeling of frustration. CONCLUSIONS OF INSPECTOR	
Whether or not resignations resulted from letters of censure is difficult to establish. We can only take the word of the resignees and none gave letters of censure as a reason for resignation. As indicated previously, of those who resigned since the inception of the new error program, had three letters of censure and \(\begin{align*} \beta \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\	Ъ6 Ъ7С
Mr. Nease's memorandum dated 11/7/58 to Mr. Tolson stated that SA had received several letters of censure in connection with work in the Correspondence Unit. He had been moved	b6 ,

to other work prior to his resignation. His resignation resulted from the fact that under the interview program he indicated serious doubt that he was available for inspection assignments and indicated a preference for security-type work with the result that he was transferred to Pittsburgh. He subsequently resigned because he did not wish to leave the Washington area.

Former SA	resigned October 17, 1958,500
and his resignation was undoubtedly the result	of having received
some letters of censure as a result of work in	the Correspondence Unit
coupled with the fact that he felt his chances of	further advancement were
limited since at the time he was interviewed by	Mr. Clayton under the b6
interview program he was informed there was	a strike against him and b7c
that he would have to prove himself. Mr. Nea	
Mr. Tolson and it was Mr. Nease's understand	ling that was perhaps
resentful of letters of censure he had received	and the fact he felt his.
Bureau career had been blighted.	
	•
, when interviewed,	stated that he was very
close to He felt that wa	as an excellent Agent but that
he was becoming despondent because of the let	ters of censure-that he was $_{ m he}$
receiving. He stated also that dealth	was not good and that he $^{-1}{ m b7C}$
was advised by doctors that the skin disease or	n his hand was caused by
pressure of work. According to Mr.	asked to get off the
Correspondence Desk, having immind a transf	er to another division
at the SOG. He stated, however, that inasmuc	h as he was transferred
to Pittsburgh he did not feel he could take the t	ransfer and resigned.
i e e e e e e e e e e e e e e e e e e e	

SPACE

Inspection Staff found space in Correspondence Unit and stenographic pool completely inadequate. Space in stenographic pool 47.5 square feet per employee as compared with 59.9 square feet per employee for stenographic pools of the Domestic Intelligence and Investigative Divisions and the Laboratory. The crowded conditions not conducive to accurate work. Stenographic production low.

Space in Correspondence Unit averages 47.4 square feet per employee as compared with approximately 70 square feet per employee over-all average for SOG. Crowded condition creates unwholesome atmosphere for concentration, dictation, and accuracy required of Correspondence Unit personnel. On one occasion, as many

b7C

as 7 employees observed milling about a room in Correspondence Unit while a supervisor was dictating.

Additional space now available and if properly utilized should alleviate above conditions. (Space handled in detail in separate memorandum.)

ADEQUACY OF PERSONNEL

Analysis of personnel in Correspondence Unit reflects need for additional supervisor.

Three-day survey revealed that 6 supervisors (including Mrs. a GS-9 Research Assistant) of Correspondence Unit produced 120 letters per day, an average of 20 letters per day per supervisor. Work of supervisors of Correspondence Unit monitored frequently during inspection. Because of deadline nature of work, and because correspondence directed to prominent business, Governmental and professional leaders as well as friends of the Bureau and the general public, Inspector feels that 20 letters per day per supervisor is too high. The assignment of an additional supervisor would decrease the average production from 20 to 17 letters per day per supervisor, thereby affording each supervisor approximately 15% more time to devote to the preparation and review of correspondence with the definite aim of improving the quality of the letters as well as reducing the frequency of errors.

(Recommendations in regard to personnel being made in a separate memorandum captioned "Adequacy of Personnel, Correspondence Unit.")

PERSONNEL SCREENING AND INDOCTRINATION

Personnel presently assigned to Correspondence Unit appear capable. They take a great deal of pride in their work, are enthusiastic and loyal. In screening employees for assignment to Crime Records Section, considerable emphasis is placed upon journalistic background and ability to write, which is as it should be. However, when a group of personnel with specialized aptitudes work together for an extended period of time, a potential develops for possible feeling of superiority. As a result they would look upon errors as an obstacle to their advancement which develops in spite of their ability and over which

they have no control rather than an obstacle that develops because of their own inadequacies and which they can control. Their inability to properly evaluate the obstacle creates a feeling of frustration with the eventual development of a defeatist attitude.

With this thought in mind, the screening committee, when considering personnel for assignment to Crime Records Section, should consider not only journalistic background but should determine whether prospective candidate is temperamentally suited to handle the assignment which represents a challenge which can be met by positive thinking men who will not be discouraged by temporary obstacles in attaining their objective.

After the employee has been selected, his indoctrination to the work should be a continuing and periodal matter for the Unit or Section Chief.

Office Memorandum • united states government

TO : Mr. Mohr

DATE: 2-4-59

FROM

W. S. Tavel

SUBJECT:

MILTON A. JONES Special Agent

Section Chief, Crime Records Section

Crime Records Division EOD 2-6-39; GS-15, \$13,970 Non-Veteran; Not in Reserve ON PROBATION since 1-28-59

Tolson
Belmont
Mohr
Nease
Parsons
Rosen
Tamm
Trotter
W.C. Sullivan _
Tele. Room
Holloman
Gandy

This is a brief, concise summary of Mr. Jones' record for the Director's use. He will complete twenty years of service in the Bureau 2-6-59.

A review of his file reflects that he entered on duty on 2-6-39 as a Special Agent, has been assigned to the Crime Records Section since 2-20-40, is 46 years old and is married, with 3 children. commended on 2-19-58 for reporting to work on 2-18-58 notwithstanding the extremely hazardous travel conditions in view of a snow storm. Administrative action has been taken against him on numerous occasions during the past year, the last instance was 1-28-59, when he was CENSURED and PLACED ON PROBATION for weaknesses in his supervision and administration of the Crime Records Section which were disclosed in the inspection of the Records and Communications Division concluded 1-8-59. The inspection revealed, among other things, that an untidy appearance existed in some units of the section; a low production in the stenographic pool; two stenographers were without regularly assigned typewriters from May through October, 1958; there was an inadequate system for following delinquent work and the procedure for charging out reference material maintained by the section left Furthermore, although he was aware that problems much to be desired. laffecting morale existed among certain of his subordinates, he did not thoroughly analyze the situation and he failed to provide those employees with the leadership and indoctrination necessary to offset any feelings of frustration and self-pity on their part. part. 117 67-109/06-326

By memorandum dated 9-8-58 Mr. Nease recommended them replacement of Mr. Jones as Chief of the Crime Records Section. Mr. Nease pointed out that Mr. Jones was becoming too burdened with administrative detail and was not affording proper leadership to Crime Records Section. In addition, numerous administrative weaknesses were found in the Section. An inspection write-up dated 10-28-58, from Mr. Nease reflected that under Mr. Jones' supervision the reorganization of the Crime Records Section made some months ago was beginning to pay results and there had been a decided improvement in the Section. Mr. Nease stated that it was apparent that Mr. Jones had taken hold of that section in a much more firm manner that in the past, and it was felt that if his present standard of performance would continue, he should be able to function in his present capacity.

Fourths the Cinspection of the Records and Communications Division

ATTACHMENT (PERMANENT BRIEF)

Mr. Malone advised that Mr. Nease's evaluation of Mr. Jones was well founded. Inspection findings reflect that Jones was extremely capable and a hard worker but he was weak on administration. He was so conscientious about his work that he was reluctant to delegate responsibility. As a result he was so burdened with administrative detail that he did not have time to delve into, analyze, supervise and devote the necessary attention to the over-all operation of the section. The Inspector discussed the many weaknesses found during the inspection with Mr. Jones and he displayed a good attitude and had indicated he was desirous of improving the operation of the section if given the opportunity. It was recommended and approved that he be given an opportunity to demonstrate any qualities of leadership he might have.

His daily average overtime for July, 1958, 2 hours 38 minutes; August, 3 hours 17 minutes; September, 3 hours, 7 minutes; October, 3 hours 32 minutes; November, 4 hours 8 minutes; December, 3 hours 26 minutes.

In January, 1958, he listed his offices of preference as Washington, D. C., Richmond, Louisville.

то

MR. TOLSON

DATE: 1-13-59

2 FEL 10 1959

FROM

J. P. MOHR

SUBJECT:

MILTON A JONES

SPECIAL AGENT

Records and Communications Division

SERVICE AWARD LETTER 20th Anniversary - 2-6-59

Not on Probation

Tolson
Belmont
Mohr
Nease
Parsons
Rosen
Tamm
Trotter
W.C. Sulliva

For the Director's information, Mr. Milton A. Jones, Special Agent in the Records and Communications Division, celebrates his 20th Anniversary of service with the Bureau on 2-6-59

For his further information, SA Jones celebrated his 10th Anniversary on 2-6-49. Since that time he has received 10 letters of commendation and 42 letters of censure. He has been placed on probation 5 times. He is presently in GS 15, \$13,970 per annum and his last performance rating was Satisfactory.

The Director may desire to present SA Jones' letter and Key personally. A suggested letter is attached.

1/13

Enclosure'

1 - Mr. Holloman (direct)

1 - Mr. Nease

TRD:cw

(4)

New.

RECORDED - 142

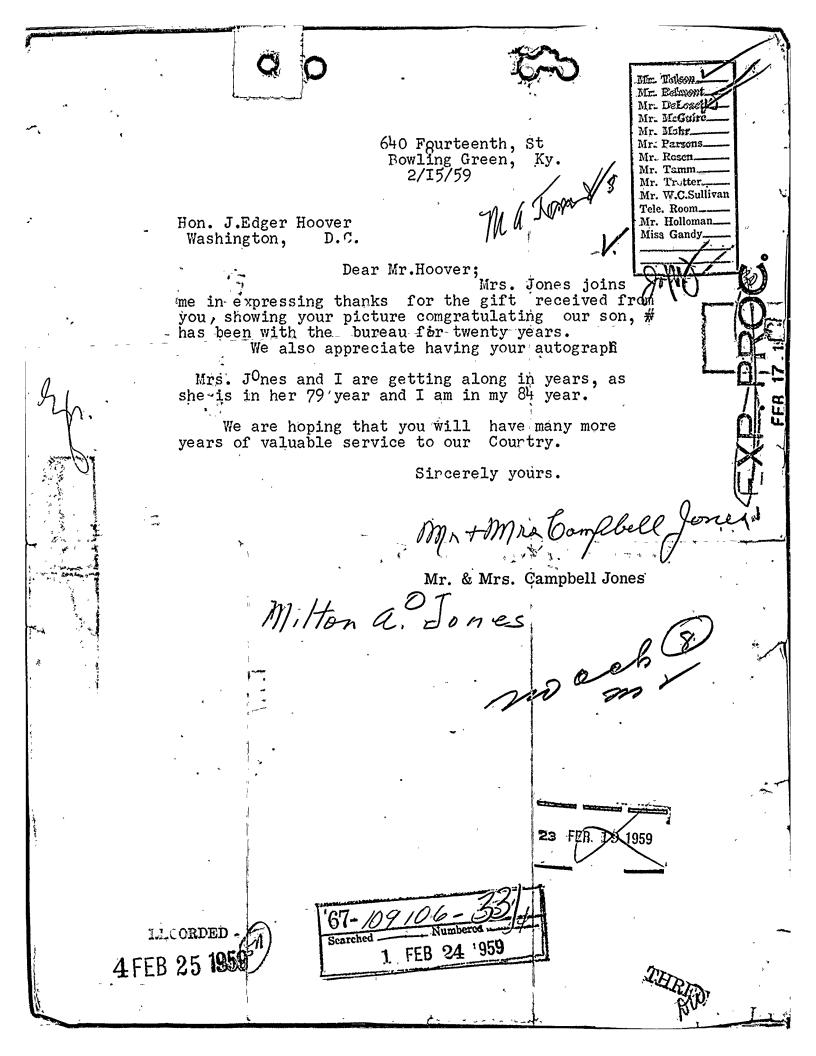
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Es 12 1959

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1

Mr. Tolson Mr. Belmont Mr. Tamm. February 9, 1959 Mr. Trotter. Mr. W.C.Sullivan Tele. Room. Mr. Holloman. Miss Gandy. Mr. J. Edgar Hoover Director Federal Bureau of Investigation Washington, D. C. Dear Mr. Hoover: I just wanted to express my appreciation again for your letter of the 6th, the key and the picture in connection with my Twentieth Anniversary. Your taking the time to come down for the reception is typical of that intangible something which has made the FBI what it is today. I do hope I shall be able to work under your leadership for many more years. Sincerely yours, 1 FEB 11 1959 2 Searched



ffice Memorandum · UNITED STATES GOVERNMENT Mr. DeLoach DATE: March 12, 1959 FROM SUBJECT: ERRORS IN CORRESPONDENCE Trotter W.C. Sullivan Since October 8, 1958, the following inaccuracies were contained in material leaving this section which I reviewed and approved: (1) "Niece" misspelled "neice." (2) "Led" misspelled "lead." (3) "Commercial" misspelled "Commercial." (4) "Tobacco" misspelled "Tabacco" on form letter. (5) Caption affixed to photograph carried date of "January 8, 1958" instead of "January 8, 1959." (6) Letter dated "12-15-59" instead of "1-15-59." i misspelled ' b6 b7C (8) Victor Riesel's name misspelled "Reisel." (9) "Fort Worth" misspelled "Forth Worth." (10) "Virtue" misspelled "virture." DECORPED & ISL RECOMMENDATION: MAR 19 1959 That this matter be referred to the Administrative Division for appropriate attention. Str of Censure to Jones 8117/59 TUN: pmcl MAJ:mcq (2)

MAR 23 195

Mr.	
International	Lions Club
211 Talan K	oad, Southeast
Vicana, Virg	

Your letter of February 27, 1958, expressing your thanks to Mr. Milton A. Jones, has been brought to my attention. I know that Mr. Jones enjoyed speaking before your group on February 26, and your kind comments regarding Ms talk are indeed appreciated.

your organization, and whenever we can be of assistance, please do not healtate to call upon us.

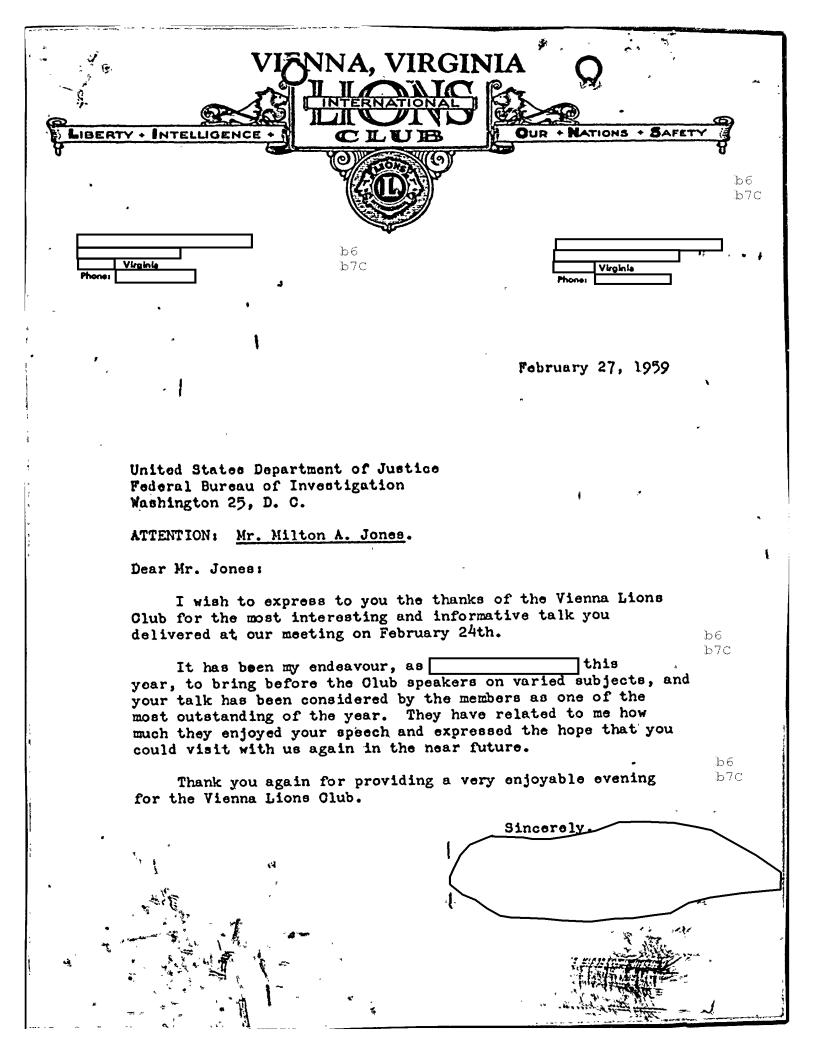
Sincerely yours,

- 1 Mr. Jones Enclosure
- 1) Personnel File of Milton A. Jones Enclosure

NOTE: Bufiles reflect nothing derogatory and no prior correspondence. Milton A. Jones EOD 2/6/39, GS-15, assigned Crime Records Division

DCJ:mfz
(6)

MELLOW
DUPLICATE
HALL
1955



March 17, 1959
PERSONAL

Mr. Milton A. Jones
Federal Eureau of Investigation
Vashington, D. C.

Dear Mr. Jones:

ele. Room

MAIL ROOM

TELETYPE UNIT

It has been noted that a number of nonsubstantive errors appeared in official correspondence reviewed and approved by you in the recent past. As you know, such errors are a source of embarrassment if they are not discovered and corrected at the Bureau and they must be eliminated.

Hereafter, you will be expected to review Eureau correspondence with greater care and thoroughness so that it will not again be necessary to call your attention to such errors.

FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

William

,	* · · · · · · · · · · · · · · · · · · ·	7 - 7	
	MILTON A. JON	rės	
Name of Employee:	WILL ON WESOL	imo,	· · · · · · · · · · · · · · · · · · ·
		شداد داست	
Where Assigned: C	rime Records	- Crime Rese	earch
* **	(Division)	(Section, Uni	it)
Official Position Title:	Chief, Crime Resear	ch	, ,
"		e	•
Dating David	4/1/58	3/3	31/59
Rating Period: from			
* ` <u>*</u>			
3.			* · · · · · · · · · · · · · · · · · · ·
a			Employee's
ADJECTIVE RATING:	SATISFACTORY		Initials
59 aj	Outstanding, Excellent, Sa	tisfactory, Unsatisfactory	may
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- · · · · · · · · · · · · · · · · · · ·	Signature A	ssistant Director	4-21-59
Rated by:	Signature	Title	Date
	,	· · ·	
Reviewed by:	Signature /	Title	Date
\mathcal{L}	The signature	Assistant Director	
Rating Approved by:		<u> </u>	
· · · · · · · · · · · · · · · · · · ·	Signature	Title	Date
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			2203
	TYPE OF REP	ORT 67-/09/16	Typhorad Typhorae
te.	\	SearchedN	1 168b
,	Official	Administratives	AA 1800
	(X) Annual	() 90-Day	
*	180	() Transfer	
	EEGGEDED - 180	() Separation from	n Service
		() Special	who have
JUN 11 1935	1	ch.	, y

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION.

'UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee	MILTON A. JONES	Chief,	Crime Research
		Rating Period: fro	_m 4/1/58 _{to} 3/31/59
	RATING GUIDE A	AND CHECK-LIST	
Note: Only those ite	ems having pertinent bearing on employee's performant	ce should be rated. All employees in same.	salary grade should be compared
	rollows: exceeding excellent and deserving of special commendation		
Excellent,		011/1	•
Satisfactory (go	ood or very good),	•	
No opportunity	y to appraise performance during rating period.		
Guide for determining a		~	_
1. "Outstanding" adjec	tive rating requires (A) that all rated elements be "-+-" and	d (B) that each and every rated element be fact	mally justified by parcative detail on
guide and check-list adjective rating is re- A. Any element rat	ictory" or "Unsatisfactory" adjective ratings will depend up s; however, for an employee to be rated "Excellent" he mu and must be rated "Excellent" or "Outstanding" on the asonable in the light of elements rated. led "Unsatisfactory" must be supported by narrative comm jective rating of "Unsatisfactory" must comply with the req	majority of such rating factors. Good judgmen	nt must be exercised to insure that

(1). Personal ar	ppearance,	(17) Firearms ability.	
(2) Personality	and effectiveness of his personal contacts.	(18) Development of informant	s and sources of information.
(3) Attitude (in	ncluding dependability, cooperativeness, loyalty,	(19) Reporting ability:	
work-loa	sm, amenability and willingness to equitably share	(a) Investigative report	s
	tness (including health, energy, stamina).	(b) Summary reports	
(5) Resourcefu	liness and ingenuity.	(c) Memos, letters, wir	es
(6) Forcefulnes	ss and aggressiveness as required.		ness;clarity;organization; accuracy;adequacy and perti-
(7) Judgment,	including common sense ability to arrive at proper	nency of leads;adn	
(8) Initiative a	ons, ability to define objectives. nd the taking of appropriate action on own	(20) Performance as a witness.	
responsil	bility.	(21) Executive ability:	~
(9) Planning a	bility and its application to the work.	(a) Leadership	1,
(10) Accuracy a	and attention to pertinent detail.	(b) Ability to handle p	ersonnei
(11) Industry, in	ncluding energetic, consistent application to duties.	(d) Making decisions	_
(12) Productivit	ty, including amount of acceptable work produced	(e) Assignment of wor (f) Training subordina	k And
andirate	of progress on or completion of assignments. Also r adherence to deadlines unless failure to meet is	(g) Devising procedure	tes s
attributa	ble to causes beyond employee's control.	(h) Emotional stability	
(13) Knowledge	of duties, instructions, rules and regulations, in-	(i) Promoting high mo	rale
cluding	readiness of comprehension and "know how" of	(22). Ability on raids and dange	erous assignments
application (14) Toobsies	on, or mechanical skills,	(a) As leader	Nous assignments.
(15) Investigation	ve ability and results:	(b) As participant	
	ernal security cases	(23) Organizational interest, su	ich as making of suggestions for
	minal or general investigative cases	improvement	
(c) Fug	ritive cases	(25) Miscellaneous. Specify and	source.
(d) App		Dictation ability	
(16) Physical au	ounting cases rveillance ability.	<u> </u>	
, , ,	•		
A. Specify general nat	ture of assignment during most of rating period (such a	s security, criminal, applicant squad, or as R	esident Agent, supervisor, instruc-
	Supervisory	•	
B. Specify employee's	most noteworthy special talents (such as investigator, des Desk Man	sk man, research, instructor, speaker):	
		YF	
C. (1) Is employee ava (2) Is employee ava	ailable for general assignment wherever needs of service ailable for special assignment wherever needs of service a	require? Yes if answer is not "yes," explairequire? Yes (If answer is not "yes," explaire	in in narrative comments.) n in narrative comments.)
during such period?	ad an abnormal sick leave record during rating period? NO (If answer to either question is "Yes," explain	in narrative comments.)	
E. Is employee qualified if answer is "physically fit to	ed to operate a motor vehicle incidental to his official dut yes," personnel file must reflect the following: (a) Has o drive. (c) Past safe driving record OK or has passed B	ies? YES No s valid State or local operator's license for t sureau road test.	ype vehicle he is to use, (b) Is
		_	$\alpha(Y)$
ADIDONISTO NAM	SATISFACTORY	EMPLOYEE'S INITIAI	MAGA
ADJECTIVE RAT	Outstanding, Excellent, Satisfactory, Unsa	EMPLOYEE'S INITIAL	~ / - / / - - - - - - - -
	J,	-	

MILTON A. JONES

Special Agent Crime Research Section Crime Records Division

March 31, 1959

PART I - GENERAL COMMENTS

Mr. Jones makes an excellent appearance and is definitely above average in intelligence. He is industrious, conscientious, and completely loyal. He performs smoothly and efficiently under considerable pressure. The nature of the work in his section, of which he is section chief, makes him more vulnerable to error and possible criticism than the average section chief or Bureau supervisor. His attitude, however, is always good and he extends complete cooperation. Mr. Jones is a firm administrator and is respected by the personnel under him for his superior knowledge of Bureau policy and procedure. He is not of the extrovert type, yet his honesty and solidity demand respect.

He has been censured ten times since the last rating period, 3-31-58, all letters of censure, however, caused by either errors in correspondence or improper handling of communications. Mr. Jones did not personally prepare the communications in question but as section chief served in a reviewing capacity and therefore was held responsible. There are a number of commendatory letters in his file, placed therein since the last rating period indicating excellent speaking ability on the part of this agent or above-average handling of the general public.

As a result of the inspection of the former Communications and Records Division in December 1958-January 1959, Mr. Jones was placed on probation because of disclosures of weaknesses in his supervision and administration of what was then known as the Crime Records Section. This agent has taken this criticism in a very amenable manner and has performed exceedingly well since being placed in a probationary status. The weaknesses disclosed by the inspection have been tightened considerably and it is at this time believed that Mr. Jones is exhibiting firm, fair leadership and guidance which is absolutely essential for his section to perform effectively.

MAJ

During the two months of this rating period that Mr. Jones has been under my supervision, his performance has approached the status of Excellent and shows every promise of continuing at that level. Considering the matters which occurred in the remaining ten months of the annual rating period which this rating covers (referred to in the foregoing comments) and considering the fact that Mr. Jones is still on probation. I consider his overall status for purposes of this annual performance rating as being Satisfactory.

I will continue to give Mr. Jones close supervision but at the same time every opportunity of demonstrating the type of performance which will merit an Excellent on his next rating. I have no hesitancy in stating that my observation to date supports my confidence in his ability to earn such rating providing he does not relax his current efforts.

PART II - SPECIFIC COMMENTS

1. Justification for any minus ratings.

Not applicable.

2. Experience and ability as an Inspector's Aide.

Mr. Jones is qualified as an Inspector's Aide, however, due to the necessity of his having to remain constantly on his current assignment, he has not been utilized on any inspections during the rating period.

3. Participation in Informant Program.

Not applicable.

4. Testifying experience and ability.

Not applicable.

5. Disciplinary Action.

As stated in Part I, Mr. Jones received ten letters of censure and was placed on probation during the rating period.

6. Accounting Information.

Not applicable.

man

Police Instruction.

Mr. Jones appears before in-service seminars and is fully capable of speaking before and lecturing to police groups: at any time.)

8. Sound Training.

Not applicable.

9. Resident Agents.

Not applicable.

10. Foreign Language Ability

Not applicable.

11. Administrative Advancement

Is Agent

(a) interested in

Yes

(b) completely available for

Yes (c) considered completely qualified at present for administrative advancement including experience, ability, personality, and appearance?

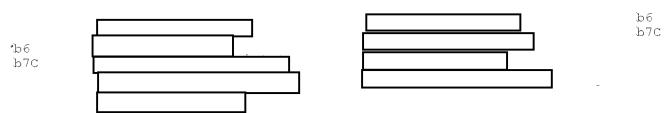
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de

ffice Memorandum • UNITED STATES GOVERNMENT Mr. DeLoach DATE: May 18, 1959 Tolson Belmont Del.oach W [with FROM SUBJECT: CORRESPONDENCE MATTERS Tamm Trotter W.C. Sullivan CRIME RESEARCH SECTION Tele. Room WEEK OF MAY 11, 1959 Beginning May 8th and continuing through the past week this Section was literally flooded with incoming correspondence. In fact, we handled three or four times the volume last week which we usually have. In order to keep abreast of the incoming mail we set up a special squad under the direct supervision of SA Harold P. Leinbaugh who, in addition to coordinating matters, also dictated a prodigious amount of the correspondence. Mr. Leinbaugh was assisted by SA David W. Bowers b6 b7C who likewise handled a large portion of the dictation. SA who heads our Correspondence Unit kept the regular correspondence work running even though he was terribly shorthanded and in addition pitched in on the special items of correspondence as much as he could. Mr. Leinbaugh and Mr. were here Saturday a week ago working on correspondence and were here every night during the week with the exception of one night Agent had a speech. Bowers was here practically every night last week also: -Though dozens of stenographers and typists helped out in one way or another, I want to single out specifically those who put in as much as eight hours of extra time during the pertinent period. These were as follows: b6 **b**6 b7C b7C ECORDED = 131 67-Searched 1 - Personnel File of each employee mentioned. 2 MAY 26 19E9 MAJ:mcg (23) SEE ADDENDUM PA 3 mil

Memorandum Jones to DeLoach

In addition to the above, the following also put in as much as five hours of overtime during the week:



I feel that the wholehearted cooperation and willingness to share the workload demonstrated by the above-mentioned employees are an excellent indication of their fine morale and intense interest in their jobs.

RECOMMENDATIONS:

b6 b7C

and Bowers be commended for (1) That Agents Leinbaugh, their fine work during the week.

(2) That individual letters of commendation be sent to the clerical personnel who worked as many as eight hours overtime during the week.

(3) That a copy of this memorandum be placed in the personnel file of the other employees listed above who are not being singled out for individual commendation.

ADDENDUM: CDD:ejp: 5-18-59: I should also like to recommend that SA Milton A. Jones, the Chief of the Crime Research Section, be commended for his work in connection with this project. Mr. Jones put in long hours and initiated numerous controls so that this project could run smoothly. 10002-59 5-22-59

RECEIPT FOR GOVERNMENT PRO FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

4-17-59

I certify that I have received the following Government property for official use: /retrutried

2 Keys to Room 4234

3-M

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

(Typed

(Written

Signature

Very truly yours,

May 22, 1959 PERSONAL

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

I am certainly pleased to commend you for the excellent work you did in connection with the efficient handling of a heavy volume of incoming mail recently received in your section.

You put in long hours and initiated. numerous controls so that this project could be discharged effectively and smoothly. The competent manner in which you carricd out your responsibilities was most creditable and I want you to accept this expression of my sincere appreciation & Lucie | 67-

> MAILED 20 MAY 2 2 1959 COMMER

Sincerely yours,

MAY 26 (55.)

W-17H

J. Edgar Hoover

Mr. DeLoach (Personal Attention)

CMT:afhi

67-10910

3

June 16, 1959

PERSONAL

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

The Bureau is pleased to advise that you are being removed from a probationary status.

Sincerely yours

John Edgar Hoover Director

1 - Mr. DeLoach	(Personal	Attention)
1 - Mr. Tamm 1 - Movement	⁻²⁴	* *

- Personnel Actions

(Direct).

मार्थ है निमान FDH: make TERL OF JUST! JUN 16 1959

Based on memo Mr. DeLoach to Mr. Tolson 6-12-59 HLE:geg.

MAIL ROOM TELETYPE UNIT

COMM-FBI

Belmont DeLoach McGuire Parsons Trotter, W.C. Sullivan ... Tele. Room ... Holloman

June 11, 1959 PERSONAL

Mr. Milton Algones Federal Eureau of Investigation Washington, D. C.

Dear Mr. Jones:

I want to take this opportunity to commend you for the suggestion which you made on June 2, 1959, concerning a public relations matter. It is always gratifying when our supervisory officials come forward with ideas for the improvement of Eurcau procedures and I want you to know of my appreciation for your contribution in this regard. Appropriate action is being taken to implement this worthwhile idea.

Sincerely yours,

MAILED 2 JUN 1 1 1959 COMM-FBI

. In Eizer Loover

REC'D-READING, ROOM

1 - Mr. DeLoach

AGG:vfb (Suggestion #1277-59)

NOTE: Based on Meno M. A. Jones to Mr. DeLoach, 6/2/59, re: Photographs of Bureau Employees Taken With the Director in Connection With Anniversaries or Awards. MAJ: mcq

Meg 1

Tolson
Belmont'
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Mohr
Parsons
Rosen'
Tamm
Trotter
W:C. Sullivan
Tele. Room
Holloman
Gandy

XX

of the live win

MAIL BOOM TELETYPE UNIT

PAST SAFE DRIVING RECORD CERTIFICATION

	NAME OF OPERATOR (PRINT - LAST, FIRST, MIDDLE 'INITIAL)		DATE
	Uones, Milton A.		5-22-59
	DIVISION AND SECTION ASSIGNED	POSITION TITLE #	
	Crime Records, Crime Research Section	Section Chief	
1	THIS IS TO CERTIFY THAT I PRESENTLY THE HOLD DO NOT HOLD DRIVER'S LICENSE.	A VALID MOTOR VEHICLE OPERATOR'S F	PERMIT OR
	PERMIT ISSUED BY:	PERMIT NUMBER	PERMIT EXPIRES
בעאומ	POSSESSION, DISTRICTI State of Va.	457798	1-31-6/
20 10	THIS IS AN UNRESTRICTED (RESTRICTED) PERMIT. (IF RESTRICTED, EXI	PLAIN BELOW!	
E			and his according to the second secon
IO BE FILLED	THIS FURTHER CERTIFIES THAT DURING THE PAST THREE YEARS I HAVE D ALLY OWNED) APPROXIMATELY /2 000 MILES. DURING THIS TIME TRAFFIC VIOLATION TICKET; (8) I HAVE HAVE HAVE NOT BEEN HEL INVOLVED IN A TRAFFIC ACCIDENT. IF AFFIRMATIVE ANSWER, PLEASE DATES OF OFFENSES.	E (A) 1 HAVE HAVE NOT R D_AT_FAULT* AS THE DRIVER OF A MOTO	ECEIVED A OR VEHICLE
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	* "AT FAULT" MEANS ANY CASE IN WHICH RESPONSIBILITY IS CONCEDED BY EMPLOYEE OR HIS INSURANCE COMPANY OR LIABILITY IS FIXED BY DULY CONSTITUTED AUTHORITY.	millon and SIGNATURE OF OPERATOR	ren
	NAME OF REVIEWING OFFICIAL (PRINT - LAST, FIRST, MIDDLE INITIDELOACH, C. D.	Assistant Director	6/16/59
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	** "AT FAULT" MEANS ANY CASE IN WHICH THE BUREAU HAS	OD Thoreby	
	TAKEN DISCIPLINARY ADMINISTRATIVE ACTION AGAINST THE EMPLOYEE.	(SIGNATURE OF REVIEWING OFFICE	IAL)

fice Memorandum UNITED STATES GOVERNMENT

TO : Mr. Tolson DATE: June 12, 1959

C. D. DeLoac

SUBJECT: MILTON AV JONES

CHIEF, CRIME RESEARCH SECTION

EOD 2/6/39, GS-15, \$13,970 REMOVAL FROM PROBATION

Tolson Belmont Rosen Trotter W.C. Sullivan . Tele, Room Holloman

This memorandum is being written to recommend the removal of Mr. Jones from probation. He was placed on probation by letter of 1/28/59 because of the findings of Inspector Malone who inspected the former Records and Communications Division. These findings pertain to the need for better housekeeping habits, tighter administrative control, low stenographic production and a morale situation in the Correspondence Unit. Subsequent to that time, of course, the Records and Communications Division was split and Jones' section is now the Crime Research Section of the Crime Records Division.

The instructions placing Jones on probation indicated he should be considered for removal after 90 days (which would have been 4/28/59). When I signed Jones' current annual performance rating 4/21/59 rating him satisfactory I commented on his excellent attitude and the fact that he had performed exceedingly well since being placed on probation and was exhibiting firm, fair leadership and guidance for the section. Nevertheless, I felt I wanted to be absolutely certain that this trend would continue. In the almost 60 days which have transpired since then, I am convinced his completely satisfactory performance was not any "temporary spurt" but rather it indicates a continuing pattern which in my opinion justifies his removal now from probation.

Jones has been commended a number of times since during his probationary period. He was censured only once (3/17/59), and this was for an accumulation of reviewer errors dating back to 10/8/58 under the error program. One of his commendations was for the splendid handling of the overwhelming volume of correspondence resulting from the Director's 35th Anniversary.

As you know, Jones' section has handled one special after another during his probationary period which were somewhat over and beyond the normal workload. These included such things as the stepped up public relations program, the communism poster, the voluminous correspondence from the Corbett mail,

1 - Mr. Mohr

(3)

DeLoach to Tolson

numerous memoranda and letters resulting from resolutions, special awards, special releases and articles, the Poplarville case, the field seminar, expanded speech program and the JOUAM speech. Frankly, I have been gratified at the outstanding efforts of the men under Jones' leadership, their striving to meet deadlines and their deep concern over trying to improve correspondence generally.

An additional hardship which Jones has had to absorb arose from the transfer of Kemper to my front office and the breaking in of a new Number One Man for Jones.

I can state in all sincerity that the Crime Research Section seems to be sparing no effort to give the kind of service to you and the Director for which it rightfully exists.

RECOMMENDATION:

That Milton A. Jones be rewarded for his efforts at this time by removal from probation.

Jagrel Jagrel

Mr. Milton Al Jones
Federal Dureau of Livertization
Valhington, D. C.

Dear Mr. Jones:

I am taking this means to commend you and, through you, the personnel of the Crime Research Section for your excellent work in connection with the research necessary for the filming of the motion picture "The FBI Story."

Your pection handled this vital phace of this undertaking in an expeditious and thorough fashion, thus contributing materially to the success of this picture. I am pleased to extend to you and the personnel of your section who took part in this operation my appreciation for a job very well done.

kecyd-réading rodh FBI

Sincerely yours,

JUN 171959

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1 - Mr. DeLoach (Personal Attention)

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JUN 23 1959

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Tele. Room

MAIL ROOM TELETYPE UNIT

Copy #143 June 12, 1959

TO:

Mr. DeLoach

FROM:

M. A. JONES

SUBJECT:

"THE FBI STORY" MOTION PICTURE

COMMENDATION MATTER

Milton A. Jones

Original filed in 67-043-525

During the period from March 19, 1957, when the original conferences were held with representatives of Warner Brothers concerning the preparation of the script until the actual completion of "shooting" in December, 1958, Bureau employees in many divisions contributed materially to the success of this project.

Our original agreement with Warner Brothers called for us to have full control over the approval of people who would be intimately associated with this film. This included production personnel as well as actors and actresses. By this means, we were able to safeguard the Bureau from any potential embarrassment resulting from the employment of a security or criminal subject on our motion picture.

There is set forth a list of Bureau personnel who performed outstanding efforts in connection with handling this massive name—check project, as well as conducting highly important research tasks in connection with this project. It should be borne in mind that these namechecks were received from the Bureau's representatives assigned to the motion picture in Los Angeles and were handled on a 24-hour basis. The speed and efficiency with which these namechecks were handled made an indelible impression upon the top officials of Warner Brothers to whom the approval or disapproval of a participant in this motion picture was made.

File Review Section, Files and Communication's Division:

Personnel of the File Review U.	nit of the Files and Communics-
tions Division who did outstanding work	in connection with namecheck b6
<u>requ</u> ests were: Mrs.	b and
It is felt that they should recei	ve letters of commendation.
Service Unit, Files and Communications D	ivision: Done 6-17-59
	afb
It is felt that a letter of con	mmendation should be directed
to Mrs, and, through her,	commend the employees of the
Service Unit of the Files and Communicat	ions Division for the accurate
and expedite service which they rendered	in connection with the name-
checks involved with "The FBI Story."	
	Done
I - Mr, $Mohr$	6 77 50

b6

Miss to Inspector A. K. Bowles of the Identification Division, did magnificent work in connection with this project. In addition to the Bureau indices check, the Identification Division records were also checked on all actors and employees concerned with this motion picture. Needless to say, these checks were b7C conducted on the basis of name only and with the sketchiest background data, and like the namechecks, a 24-hour deadline was involved. worked extremely long hours and maintained her typically high degree of accuracy and proficiency in coordinating the work of the Identification Division in connection with the namecheck problem. It is felt that a letter of commendation should be directed to Miss b6 b7C Crime Research Section: 6-17-59 a.fb It is felt that a letter of commendation to Mr. Milton A. Jones, Section Chief, Crime Research Section, should be approved, and in this letter, the personnel of this section should be generally commended for their over-all efforts in conducting research and namecheck matters which contributed materially to the success of "The FBI Story." It is felt that individual letters of commendation should be directed to: (1) SA | (currently of the Chicago Office) who performed ably on his exclusive assignment of handling namechecks here at the Bureau under the direction of SA Gordon E. Malmfeldt. (2) SA Charles E. Moore, Jr., performed very ably in con-nection with the namechecks and research involved in connection with this motion picture. (3) St Alden C. McCray (presently Assistant Legal Attache, London) was extremely helpful in the planning stages of this motion picture when he accompanied the art director, unit manager, cameraman and chief electrician working on "The FBI Story" on a preproduction trip to leations at the Seat of Government, Quantico and New York City. He made many valuable suggestions which enabled appreciable increases to efficiency to be achieved in the actual production through his careful preplanning. b7C (4) The Misses and of the Crime Research Section, on the basis of incoming communications

clerical capacity in connection with this very special project.

files and greatly assisted SAs Malmfeldt,

from Los Angeles, prepared the lists of names to be checked in Bufiles and Idnetification records; dealt with the Service Unit; called the

and Moore from a

(5) Miss handled all the expedite dictation in connection with these namechecks enabling the Bureau to adhere to the 24-hour deadline. Her work was of the highest caliber and certainly worthy of commendation in connection with this special project.

Done 6-17-59 afh

Reading Room, Files and Communications Division:

Miss of the Reading Room, Files and Communications Division, assisted SA Malmfeldt in reviewing files containing possible derogatory references in connection with the namechecks. According to Mr. Malmfeldt, she did an outstanding job and utilized a great deal of initiative in arriving at proper decisions in connection with these file reviews. It is felt that she should receive a letter of commendation.

Division Heads:

Done 6-17-59 a.fh

Letters of commendation should be directed to Assistant Directors John J. McGuire, Donald J. Parsons, C. Lester Trotter and John P. Mohr expressing appreciation for the cooperation and courtesies performed by both themselves and members of their Divisions in connection with scenes of the film shot within their Divisions' space.

Exhibits Section, Administrative Division:

__ Done 6-17-59

b7C

A commendatory letter should be directed to Inspector Leo Gauthier and, through him, commendation should be extended to employees of the Exhibits Section for their exceptionally fine efforts in the preparation of props and other background material which lent authenticity to the film.

Done 6-17

Firearms Staff, FBI Academy, Training and Inspection Division:

A letter should be addressed to SAC Henry L. Sloan and, through him, commendation should be rendered to the staff at Quantico who assisted so ably in connection with the portion of the motion picture filmed at that location.

It is felt a separate letter of commendation should be directed to SA George Zeiss III, Firearms Instructor, Quantico, who had a very lengthy and difficult speaking role in connection with the sequences at Quantico involving the surprize target course (Hogan's Alley).

Done

Los Angeles Office:

6-17 a.fh

A letter should be directed to SAC D. K. Brown of the Los Angeles Office expressing appreciation for the outstanding cooperation rendered by the Los Angeles Office in graciously and ably supplying Special Agent and clerical personnel for use in the motion picture, as

b6 b7C

well as the fine services afforded to SAs and E. C. Kemper on the part of the Los Angeles Office personnel in the conducting of namechecks and research projects.

A separate letter of commendation should be directed to SA of the Los Angeles Office. SA is that office's primary liaison representative with the motion picture industry and was of inestimable value to the Bureau's representatives working on the film in arranging introductions and greatly facilitating their work in connection with the motion picture. The Bureau's representatives were most impressed by the caliber of SA liaison efforts on behalf

of the Bureau with the motion picture industry.

RECOMMENDATION:

b6

b7C

Done 6-17-59 afh

It is recommended that this memorandum be referred to the Administrative Division for appropriate handling in the event of approval being granted for the recommendations for commendatory letters set forth in the body of this memorandum.

JTM

Letters 6-17-59 Afh

fice Memorandum • UNITED STATES GOVERNMENT Mr. DeLoach DATE: September 25, 1959 M. A. Johes FROM: SUBJECT: ERROR IN CORRESPONDENCE Trotter LETTER TO MALCOLM DIAS W.C. Sullivan BRONX, NEW YORK Tele. Room 9/23/59 Captioned letter was returned to Crime Research Section by Mr. Tolson's office inasmuch as correspondent's first name, b6 was misspelled on the original letter--The envelope, the copy, b7C and the yellow were correct. This letter was originally prepared by SA Donahue and approved in the section by SA Leinbaugh. This letter came across my desk during the late evening and I had the night steno, Miss Jean Clegg, type the word "PERSONAL" on this letter. She made an error in typing this word and, therefore, retyped the original letter only and I thereafter forwarded it to your office. Inasmuch as SA Donahue did not see this retype, he should not be charged with an error. RECOMMENDATIONS: -: 1. It is recommended that Miss Clegg who retyped the original letter be charged with an error. RECORDED - 143 UCI 2. It is recommended that I be charged with a review error. MAJ/der;emb

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

7-91-59

I certify that I have received the following Government property for official use:

Inspectors! Manual # 820 (Issued August 17, 1959)

RETURNED:

Inspectors' Manual # 68 (Issued August 15, 1956)

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTIL ATE IT IN ANY WAY.

Very truly yours,

(Written Signature)

(Typed Milton A. Jones

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

9-14-59

I certify that I have received the following Government property for official use:

Position Classification Manual #73 (issued 8-13-59)

RETURNED

Position Classification Manual #87 (issued 12-3-56)

3-M PER CACA

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ONIT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Written

Signature).

(Typed

Milton A./Jones

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PRECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

July 8, 1959

I certify that I have received the following Government property for official use:

Key to Room #7204 (tel-key-cabinet)
Key to Room #7103 (tel-key-cabinet)
Key to Room #7105 (tel-key-cabinet)
Key to Room #7107 (tel-key-Cabinet)

3-M

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Written : Multou Of

(Typed Signature) Mi

Milton A. /Jones

7 111 15 1889

, pr

October 2, 1959
PERCONAL

Mr. Milton A. Jones Federal Cureau of Investigation Vashington, D. C.

Dear Mr. Jones:

An outgoing communication prepared in the Crime Research Section under date of September 23, 1939, contained an error. It was your primary responsibility in this instance to insure that the communication was entirely accurate and you failed to do this.

Accordingly, you should exercise greater thorough and early in connection with Eureau mail to that such errors may be eliminated.

Very truly yours,

John Edgar Hoover
Director

1 - Mr. DeLoach (Personal Attention)

TEPT OF JUST

L Bil- Crima Records Division Porsonnel File

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Based on memo M. A. Jones to Mr. DeLoach 9-25-59 MAJ:der;emb.

MAILHOOME TELETYPE UNIT

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ffice Memorandum UNITED STATES GOVERNMENT Mr. DeLoach W DATE: November 20, 1959 TO Belmont M). a. Jones b6 SUBJECT: SPEECH MATTER Trotter As you recall, Mr. prepared a note to (Mr. Tolson dated 11-18-59 in regard to a telephonic request of Mr. Washington, D. C., for the Director to make an address at the Youth Power Congress on 2-12-60 at Chicago, Illinois. On the second page of this informal memorandum-type item, pointed out that if the Director concurred, Mr. | could be called and advised of a prior commitment for that date on the part of the Director. To this suggestion Mr. Tolson noted "I agree" and the Director noted "Right. H." Before the memorandum returned to Mr. for the purpose of the memorandum came into our Division on 11-19-59 and was b7C routed to this Section for informational purposes. It was sent from my desk to the Section Speech Room at about 11:00 a.m. on 11-19-59. There it was handled by clerk, GS-4, who is the clerical supervisor in the Speech Mrs. with a college education and valuable receptionist back-Room. Mrs. ground, is a very diligent and conscientious employee. The volume of correspondence passing across her desk on 11-19-59 was exceedingly heavy, and, accordingly, the usual processing of factual data on a speech matter was not done until late in the afternoon. Consequently, the original memorandum did not return to Mr. until after 5:30 p.m. on 11-19-59. All employees of this Section are again being cautioned concerning situations such as this at a Section-wide conference this afternoon and are being alerted to be on the look-out for any pieces of mail which might come down to us for informational purposes, and no further action is suggested. RECOMMENDATION: For information.

STANDARD FORM NO. 64



UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

WASHINGTON 25, D. C.

Date

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

RE: SA MIL TON A. JONES
(Type or print plainly)

Relationship

Dear Sir:

Name

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Fennie m. Jones	wife	10-19-5-9
Rt 4, Box 438 Rmai	idale va	4)
The following person is designated as my beneficiary to beneficiary of agents killed in the line of duty.	under the Chas. S. Ross Fund provid	ing \$1500 death benefit to
rame m. Janes	Relationship weife.	Date " 10 - 19 - 5- 9
Address Day 12-04-43-8 Runa	yeall va	,, ,, ,, ,, ,, ,, ,, ,, ,, ,, ,, ,, ,,
87-IN() I KILCUKUED 2 OCT 20CT 221959	Very truly yours, Multau G Special Agent	Jour

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

I certify that I have received the following Government property for official use:

2 KEY-TO ROOM 4237 V

1 Key to Room #4239 V

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTIL ATE IT IN ANY WAY.

3-M Very truly yours, 186

(Written Signature) Millian Carper

(Typed Milton A Jones

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ATTACHMENT TO STANDARD FORM 88, REPORT OF MEDICAL EXAMINATION

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER

Nam	e of Examinee: .	JONES	MILTON	ANKER
(Typ	e or print)	Last	First	Middle
	The following p	ortions of the attached e	examination report form ne	ed not be completed:
		2	62	
		3	<u>.</u> 65	
		11	67	
		14	68	
		. 17	69	_
		46	71	
		48 49	72	
46.	Is necessary un	less facilities for afford	ing same are not readily o	available.
48.	Not required unlis desirable.	less.examinee is.over 35	5 years of age or examinat	ion indicates such
49.	Is necessary un	less facilities for afford	ling same are not readily o	available.
71.	Audiometer exa	minations should be affo	orded whenever possible.	
FOR	R ALL EXAMINE	ES, WHETHER CLERIC	CAL OR SPECIAL AGENT	APPLICANTS
OR	EMPLOYEES:		-	
	The medical exami	iner should answer the follow	ing question:	
	Examinee	is is not qualifie	ed for strenous physical e	xertion.
<u>TO</u>	BE ANSWERED	IN THE CASE OF ALL	MALE EMPLOYEES AND	MALE APPLICANTS:
1.		gerous assignments whic	ting or prohibiting his par ch might entail the practic pecify defects.	al use of firearms?
2.			iting safe operation of mo	tor vehicles?
		•		

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Weights for Males

Height		SMALL F	RAME	MEDIUM F	RAME	LARGE F	RAME
Fee	t-Inches	Destrable	Maximum	Desirable	Maximum	Desirable	Maximum
<u>5</u>	4	121-131	143	129-139	152	136-148	162
5	5 ,	124-134	146	132-142	155	140-152	166
<u>5</u>	6	128-138	151	136-146	160	144-157	172
5	7	131-142	155	140-151	165	148-161	176
5	8	135-146	160	144-155	170	152-165	181
5_	9	139-150	164	148-159	174	156-170	186
5	10	143-154	168	152-163	178	160-175	192
<u>5</u>	11	147-159	174	156-168	184	164-180	197
6	0	152-164	179	161-173	189	169-185	203
6	1	158-170	186	166-179	196	174-191	209
6	2	163-175	192	171-184	201	179-197	216
6	3	168-180	197	176-189	207	184-202	221
6	4	174-186	204	182-195	214	190-208	228
6	5	180-191	209	188-201	220	196-214	234

3.	Examinee's frame is small medium	large	
4.	Considering above weight table, the examinee's frame I consider his present weight Satisfactory	e, and other individual physical characteristics, Excessive Deficient	
5.	Under proper medical supervision, examinee should	lose pounds	
		gainpounds	b6 b7C
Re	emarks:		-
	-	OCT 9 1959	<u>-</u> .

(Date)

January 6, 1960.

PERSONAL

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

I have reviewed the handling in the recent past by certain of your subordinates in the Crime Research Section of a matter pertaining to the American Bar Association, and there was a failure in this instance to exercise sufficient alertness and initiative. Even though there was a conflict in instructions received, an undesirable situation could have been avoided if appropriate steps had been taken to resolve the conflict. A weakness of this type reflects unfavorably upon your administration of the Crime Research Section.

Accordingly, it will be necessary for you in the future to give your subordinates more thorough and vigorous indoctrination and leadership to assure that similar matters are handled with greater discornment and effectiveness so that there will be no further occasion to call your attention to such a weakness.

Very truly yours. MAILED 27 JANG 1980 COMM-FOI John Edgal Hoover Director -Mr. DeLoach (Personal Attention) IJN:vle Tolson -Crime Records Division personnel file Parsons Note: Based on DeLoach to Mohr memo 1-2-60 CBF:jo Belmont Trofter W.C. Sullivan (ele. Room

DeLoach to Mohr (continued)

Deziden to Wont (continued)	
AMERICAN BAR ASSOCIATION PRESIDENT'S CONGRESSIONAL BUFFET SUPPER INVITATION	•
have been expected that Mr. invitation, when received, would have also invited Mr. Tolson and Inspector Edwards as indicated in Mr. Edwards' memo of December 15, 1959, or else they would have received similar letters. The letter was sent from my office to the Crime Research Section with a notation to decline.	b6 b7C -
 Mr. Edwards' memo had previously been appropriately noted and recorded by the clerk, Mrs. in Crime Research Section, and she concluded upon receipt of letter with the notation attached to decline. that there had been a change in plans. Accordingly, prepared a letter of declination dated December 23, 1959, which was approved by Section Chief Milton A. Jones and me.	b6 b7C
SUGGESTED COURSE OF ACTION: Inspector Edwards is closely associated with Mr. of the ABA, and can very readily explain to him there has been a change in the Director's commitments and he can now attend the buffet supper and will accept the official invitation, mentioned in letter, when it is received.	b6 b7С
1. That SA Milton A. Jones and I be censured for the failure of this office and Crime Research Section to handle this matter properly. Despite conflicting instructions from this office, Crime Research Section should have checked back with me to be sure that this matter was appropriately handled. 2. That Inspector Edwards contact Mr. and explain that a change in the Director's commitments now makes it possible for	ĎĠ.
Mr. Hoover and Mr. Tolson to attend the buffet supper on January 19, 1960, at the Statler Hotel and will accept the official invitation upon its receipt. (Accordingly, Inspector Edwards is also accepting Mr. invitation for him to attend.) The statler Hotel and will accept the official invitation upon its receipt. I have a standard accepting Mr. invitation invitation at the standard accepting Mr. invitation inv	ь7с У

January 29, 1960

PERSONAL

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

The information you have submitted regarding the ten-day period which elapsed before an acknowledgment was sent has been careof a letter from Miss fully reviewed and there was no excuse for this delinquency. As Chief of the Crime Research Section it was your responsibility to insure the prompt handling of such matters and this dereliction reflects unfavorably upon your performance of your supervisory duties.

Delays of this nature cannot be permitted and you will be expected to take prompt and appropriate action to prevent any recurrence.

JIC:pmd() (5)

Very truly yours,

I. Policy Proves

MAILED 10 **JAN 3 0 1960** COMM-EBI

John Edgar Hoover Director

1 - Mr. DeLoach (Personal Attention) 1 - Crime Records Division Personnel File

Based on memo M.A. Jones to Mr. DeLoach 1-27-60 MAJ:dmr/jo.

McGuire

Tolson Mohr Parsons

Belmont Callahan DeLoach Maione:

MAIL ROOM TELETYPE UNIT

b6 b7C

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

I certify that I have received the following Government property for official use:

Key to Room 7541

SU - READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ONIT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Written

Signature)

(Typed

Milton A.

Jones

UNITED STATES GOVERNMENT *1emorandum* DATE: January 27, 1960 : Mr. DeLoach TO : M. A. Johes FROM SUBJECT: LETTER TO MISS **b**6 LOS ANGELES, CALIFORNIA b7C

A letter from captioned individual, who is listed indices of this Section, was received in the in the Crime Research Section at 12:47 p.m. on Friday, 1-15-60. The outgoing letter to this person was dated for Monday, 1-25-60. Mr. Tolson has asked for an explanation regarding the delay in handling this letter. M. A. XJONES After determining that the sender of the letter was known to the Bureau of Narcotics as Ղ Mrs.∟ GS-9, Research Assistant who handled this piece of mail, b6 noted the possibility of a White Slave Traffic Act interest and in b7C a discussion with the Investigative Division decided that the field for additional information. Outgoing should contact Miss memorandum to Los Angeles was dictated on Tuesday, 1-19-60; after mechanical errors were corrected, it was redictated and on Wednesday, 1-20-60, it was reviewed in the Section and a policy an in-absence letter. After change was made to send Miss it was retyped according to this instruction, it was finally approved out of the Section late Thursday, 1-21-60, and carried the date of the following Monday, 1-25-60, in accordance with regular procedure 338 728for late Thursday mail. REC-148

During the week of 1-18 to 1-22-60 the flow of mail on the routine desk handled by Mrs. was extremely heavy with 1136 pieces of mail being handled by the three dictators on this desk. Because Miss was known to be priority apparently was given to other more important pieces of correspondence, and this piece of mail was not given special attention. In recent months the volume of routine mail on this desk has increased notably, and in addition, we are placing higher demands for handling more complex items on this desk. Mrs.

1 - Mr. DeLoach 1 - Mr. Callahai

Sto feinsure to M. be trach

Tamm Tratter

Tele. Room

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b6 b7C

Jones to DeLoach memo
Re: LETTER TO MISS

is a very experienced correspondence handler, is noted for her willingness to spend long hours in handling her work and has a remarkable capacity for handling varied and difficult correspondence. In recent months she has handled an extremely high volume of work. On numerous occasions it has been necessary to give her assistance from a GS-6, Correspondence Clerk, and also to have some of the Special Agent Correspondence Supervisors aid in answering the routine mail.

We regret very much the delay in this piece of mail. In view of the tremendous increase of volume, we are reassigning an additional employee to this unit. We are definitely at fault in this matter and will definitely take steps to see this does not recur.

RECOMMENDATION:

For information.

The delay was too long. I am asking Inspector Desmond to look into handling of Correspondence in Crime Records.

1/28.

Here are too of many such of errorsappropriate hetters of censure should

b6 b7C

Mes

RECEIPT FOR GOVERNMENT PROPE FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

-27-60

I certify that I have received the following Government property for official use: returned

Key to Room 7204 6 7103 7105 7107

The Government property which you hereby acknowledge, is charged to you and you are responsible for taking care of it and returning-it when its use has been completed. DO NOT MARKSOR WRITE ON IT OR MUTILATE IT IN

1 JAN 28 1200

Very truly yours,

(Typed

February 5, 1960

PERSONAL

Dear Mr. Jones:

Tomorrow marks your Twenty-first Anniversary in the Bureau's service, and I did want to extend to you my warmest congratulations on this occasion. Your loyalty and devotion to duty have contributed a great deal to the Bureau's achievements and successes, and I hope the Bureau will have the benefit of your services for many years to come.

Sincerely,

15/ Q. Edgan Hor

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

REC-135

	Company of the Compan
	SENT FROM D. O.
Tolson	TIME
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Parsons	DATE STATE
Belmont	- Am. 1
Callahan	THE THE
DeLoach	
Malone :	
McGuire	
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Tamm	
Trotter	JEH:edm (3)
W.C. Sullivan	
Tele. Room	Anniversary 2/6 - Sat.
Ingram	
Gandy	MAIL ROOM TELETYPE UNIT

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

2-2-60

I certify that I have peckined the following Government property for official use:

returned

Keys to rooms $5348, \sqrt{5625}$ and 5630

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

1 reb av about

3-M PER Mae

Very truly yours,

(Written: Signature)

(Typed

Milton A

Jones.

Mr. McGuire Mr. Rosen. Mr. Tamm. Markon Mr. Tratter. February 5, 1960 Mr. W.C.Sullivan Tele. Room. Mr. Ingram. Miss Gandy...

Mr. J. Edgar Hoover Director Federal Bureau of Investigation Washington, D. C.

Dear Mr. Hoover:

Thanks very much for your personal note today concerning my Twenty-first Anniversary in the Bureau which occurs tomorrow. It was typically thoughtful of you to take cognizance of this event, and I do hope I will be able to contribute whatever talents I might have to the Bureau's work for many more years.

Sincerely,

Milton A. Jones

3.CP=

March 15, 1960 PERSONAL

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

It is noted that you were responsible for an error in an outgoing communication dated March 8, 1960. It is apparent that more care should have been exercised by you in this instance.

Accordingly, you should demonstrate greater accuracy and attention to detail in handling official correppondence in the future so that mistakes of this nature may be avoided. MAILED 19 Very truly yours, MAR1 5 1960 y Whit 17 1300 COMM-FBI J. Edgar Hoover IIC:pmd John Edgar Hoover Director 1 - Mr. DeLoach (Personal Attention) 1 - Crime Records Division Personnel File Based on memo M. A. Jones to Mr. De Loach 3-11-60 BDA:mm.

Bija

Mohr Parsons:
Belmont Callahan
DeLoach Malone
Maguire
Rosen
Tamm
Trotter
W.C., Sallivan
Tele. Room

ser in

MAIL ROOM TELETYPE UNIT



UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

WASHINGTON 25, D. C.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

RE: SA MILTON AUTONES

(Type or print plainly)

Relationship (

Dear Sir:

Name

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI, who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Fannie M. Jones	week	1/20/60
1844, Box 438 annoudale	ب من	
The following person is designated as my benefici beneficiary of agents killed in the line of duty.	ary under the Chas. S. Ross Fund pro	viding \$1500 death benefit to
Hannie M. Jones	Relationship	Date 20/60
Address Ball 3.8. Amard	add fra	
1 Indiana	Very truly yours,	<u> </u>
MAR 9-1860	millan	e Jones.
5/	Special Agent	/

Name: MILTON A.

Title: SPECIAL AGENT

EOD: 2-6-39

Grade: GS-15, \$13970

NON-VETERAN

NOT ON PROBATION

ASSISTANT DIRECTOR C. D. DE LOACH:

This is submitted in connection with the inspection of the Crime Records Division. Special Agent Jones has been Section Chief of the Crime Research Section of this Division for the past several years. He is one of the hardest workers ever to come to my attention, he works under a considerable amount of pressure and performs his duties smoothly. The very nature of his work in the Crime Research Section leaves him vulnerable to error and possible criticism to a degree, I believe, far in excess of the average Bureau Supervisor or Section Chief. He presents a fine appearance, his attitude is always good and he extends complete cooperation. He was placed on probation as a result of the last inspection of the Crime Records Division in December, 1958, and January, 1959, and was removed from this probation on June 16, 1959. Since the last rating period he has been commended three times and censured twice. He was commended May 22, 1959, for his long hours and excellent work performed in connection with an unusually heavy volume of mail in his Section. Again on June 11, 1959, he was commended in connection with a suggestion concerning a public relations matter. On June 17, 1959, he was commended for his supervision and handling of research revolving around the motion picture "The FBI Story." He was censured on October 2, 1959, and January 6, 1960, in connection with the handling of a piece of correspondence containing an error and the mishandling of an American Bar Association matter in his Section, respectively. I consider Special Agent Jones a tremendous asset in this Division. His knowledge of Bureau policy and procedure benefits all of our operations.

Rating: Excellent

2/15/60

INSPECTOR J. F. DESMOND: Mr. Jones has been Section Chief since 3-1-44. He is thoroughly familiar with all operations in his Section. He is a

serious individual and most assiduous worker. He is a tall and mature appearing individual and has a quiet, serious personality. He is extremely loyal to the Bureau and puts in considerable more than the average amount of

CRIME RECORDS DIVISION INSPECTION

2-2-60

CDD/:sak

67-NO1 LUCKDEI 5 FEB 19 1960

2-8 mr

overtime. He is interested in administrative advancement and is completely available for transfer. He does have a good potential for administrative advancement.

RECOMMENDATION:

That he be continued on his present assignment.

RKMBER

\$ · · · ·	UNITED STATES GOVERNET Tolson Mohr Parsons
	Memorandum, Nichalan Victoria
	TO : Mr. DeLoach DATE: 3-11-60 McGuire Rosen Train Trotter Trotter W.C. Sullivan W.C. Sullivan Trotter Trot
	FROM: M. A. Jones SUBJECT: CORRESPONDENCE MATTER
	SUBJECT: CORRESPONDENCE MATTER
	A letter addressed to Mrs. Arizona, dated March 8, 1960, was sent up. The accompanying envelope was addressed to Mr. instead of Mrs. The letter was prepared by Special Agent Henry F. Tompkins. This letter came to me for review and the accompanying envelope which was address properly to Mrs. was franked. I noted that it was a condolence letter and should have been accompanied by an unfranked envelope and a personal tag. In order to expedite it out of the Section, I had my Front Office prepare the new envelope which contained the error.
	RECOMMENDATION:
	That SA Milton A. Gones be censured.
	1 3/1"
•	
	1 - Mr. Callahan Ste of censure to Jones 3/15/60 Hi:pour
	BDA:mm (6) 109 106 - 3477 **CORDED **64
	42.

b6

Mr. Milton A Jones Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

I want to take this means to commend
you and, through you, Special Agent David W. Bowers,
Mr. and Miss
for the excellent work done on the March, 1960, Issue of
"The Investigator."

The close attention you afforded this edition and the diligent and skillful efforts of those in your section in the preparation thereof resulted in a most informative and appealing publication. I know that a great amount of work was required in research and editing of the material contained in this magazine and I want to convey my thanks to you and your associates for an outstanding issue.

MART 6 1960 COMMFCI

Sincerely yours,

J. Edgar Hoover

COMMETOL
Will 19 B 37 J. Mr. DeLoach (Personal Attention)
Folson HWC M
Parsons — 19 (67) Parsons — 19 (67) CEM:alc
Based on memo M. A. Jones to Mr. DeLoach 3-10-60/and Addendum
Copies prepared and attached for the following files: SA David W. Bowers, Mr. and Miss
ele. Room
andy MAIL ROOM L TELETYPE UNIT



REPORT OF PERFORMANCE RATING

Name of Employee:	MILTON A. JONES	Brown J	
-	Crime Records	Crime Research	l
Where Assigned:	(Division)	(Section, Unit)	
Official Position T	Special Agent - C	chief, Crime Research	
Rating Period: from	4/1/59	to19	60
			
ADJECTIVE RATING	EXCELL	ENT	Employee's Initials
	Outstanding, Exceller	nt, Satisfactory, Unsatisfactory	2
Rated by:	C. D. DeLoach	Assistant Director	3-31-60
•	Signature	Title	Date
Reviewed by:	Signature	Title	
Rating Approved by	Della la la Signature	Assistant Director	APr. 25, 1960
· ·	Signature	Title	Date
		REC-133	
	TYPE OF		06-251
	(X) Official	() Administrative ADI	
,	(X) Annual	() 60 Day	1360 67
grove /		() 90-Day () Transfer	· ·
		() Separation from	Service
49		() Special	will president to

NARRATIVE COMMENTS

The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION.

UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR, WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

POFORMANCE RATING GOE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A. Jones	_{Tide} SA, Chief, Crime Researc
	Rating Period: from 4/1/59 to 3/31/60
RATING GUIDE A	AND CHECK-LIST
Note: Only those items having pertinent bearing on employee's performant Rate items as follows: Outstanding (exceeding excellent and deserving of special commendation)	ce should be rated. All employees in same salary grade should be compared.
Excellent. Satisfactory (good or very good). Unsatisfactory. No opportunity to appraise performance during rating period.	
Guide for determining adjective rating:	
deleg and ancountry and must be lated excendent of Onivisional out the	
adjective rating is reasonable in the light of elements rated. A. Any element rated "Unsatisfactory" must be supported by narrative comm B. An "official" adjective rating of "Unsatisfactory" must comply with the red	nents
(1) Personal appearance.	E (17) Firearms ability.
(2) Personality and effectiveness of his personal contacts.	(18) Development of informants and sources of information,
(3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share	(19) Reporting ability:
work load).	(a) Investigative reports (b) Summary reports
(4) Physical fitness (including health, energy, stamina).	(c) Memos, letters, wires
(5) Resourcefulness and ingenuity. (6) Forcefulness and aggressiveness as required.	(Consider:conciseness;clarity;organization;
(7) Judgment, including common sense, ability to arrive at proper	thoroughness; E accuracy; O adequacy and perti-
conclusions, ability to define objectives.	nency of leads;administrative detail.)
(8) Initiative and the taking of appropriate action on own	(20) Performance as a witness.
responsibility.	(21) Executive ability:
(9) Planning ability and its application to the work.	(a) Leadership (b) Ability to handle personnel
E (10) Accuracy and attention to pertinent detail.	(c) Planning
(11) Industry, including energetic, consistent application to duties.	(c) Planning (d) Making decisions
(12) Productivity, including amount of acceptable work produced	(e) Assignment of work (f) Training subordinates
and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is	(g) Devising procedures
attributable to causes beyond employee's control.	(h) Emotional stability
(13) Knowledge of duties, instructions, rules and regulations, in-	(1) I totaloung ingil morale
cluding readiness of comprehension and "know how" of	(i) Getting results
application.	(22) Ability on raids and dangerous assignments: (a) As leader
(14) Technical or mechanical skills. (15) Investigative ability and results:	(b) As participant
(a) Internal security cases	+ (23) Organizational interest, such as making of suggestions for
(b) Criminal or general investigative cases	improvement.
(c) Fugitive cases	(24) Ability to work under pressure.
(d) Applicant cases	(25) Miscellaneous. Specify and rate:
(e), Accounting cases	Dictation ability
(16) Physical surveillance ability.	
A. Specify general nature of assignment during most of rating period (such a tor, etc.):	s security, criminal, applicant squad, or as Resident Agent, supervisor, instruc-
Supervisory	
B. Specify employee's most noteworthy special talents (such as investigator, det Desk Man	
 C. (1) Is employee available for general assignment wherever needs of service (2) Is employee available for special assignment wherever needs of service 	require? Yes(If answer is not "yes," explain in narrative comments.) require? Yes(If answer is not "yes," explain in narrative comments.)
narrative comments.)	luring such period? _NO_ (If answer to either question is "Yes," explain in
E. Is employee qualified to operate a motor vehicle incidental to his official dut If answer is "yes," personnel file must reflect the following: (a) Has physically fit to drive. (c) Past safe driving record OK or has passed B	s valid State or local operator's license for type vehicle he is to use. (b) Is Bureau road test.
ADJECTIVE RATING: EXCELLENT Outstanding Excellent Satisfactory Unse	EMPLOYEE'S INITIALS

MILTON A. JONES

March 31, 1960

Special Agent Crime Research Section Crime Records Division

PART I - GENERAL COMMENTS:

Mr. Jones has most time consuming responsibilities as Section Chief of the Crime Research Section, Crime Records Division. He makes an excellent appearance and has a concise analytical mind. He is a "volume man," is industrious, conscientious, and completely loyal. He works best under considerable pressure. In his capacity as Section Chief, and due to the nature of work in the Crime Research Section, he is more vulnerable to error and possible criticism than the average Section Chief or Bureau Supervisor. He is a firm administrator and is respected by the personnel under him for his far above average knowledge of FBI policies and procedures. He is amenable to discipline and extends complete cooperation. As an example of his conscientiousness, he has used only four hours of sick leave during the entire rating period.

This Section Chief has been censured four times during the rating period. The letters of censure concerned matters pertaining to correspondence. In view of the considerable volume of mail crossing his desk, which he must approve personally, the four censures are not considered to be any reflection upon his efficiency or ingenuity. He received four letters of commendation during the rating period. The Director commended him March 16, 1960, for his excellent work as editor of "The Investigator." He was commended again on May 22, 1959, for the excellent manner in which he handled his assignments in connection with an extremely heavy volume of incoming mail. He was commended on June 11, 1959, for an excellent suggestion made regarding cooperation with the public. On June 17, 1959, he was again commended for the splendid work he performed in connection with research matters regarding the movie "The FBI Story."

Inspector Desmond, during inspection of the Crime Records Division, February, 1960, stated that this Section Chief was a very serious individual and most assiduous worker. He described him as having a quiet, serious personality and an individual who puts in considerable more than the average amount of overtime. The Inspector stated Mr. Jones had a good potential for administrative advancement.

During the fifteen months that this man has been under my supervision, I have carefully observed that he is a most willing "team worker" and I, therefore, have no hesitancy in stating that a rating of "Excellent" is thoroughly merited.

PART II - SPECIFIC COMMENTS

1. Justification for any minus ratings.

Not applicable.

2. Experience and ability as an Inspector's Aide.

Mr. Jones is qualified as an Inspector's Aide, however, due to the necessity of his having to remain constantly on his current assignment, he has not been utilized on any inspections during the rating period.

3. Participation in Informant Program.

Not applicable.

4. Testifying experience and ability.

Not applicable.

5. Disciplinary Action.

As stated in Part I Mr. Jones received four letters of censure during the rating period.

6. Accounting Information.

Not applicable.

7. Police Instruction.

Mr. Jones appears before in-service seminars and is fully capable of speaking before and lecturing to police groups at any time.

8. Sound Training.

Not applicable.

9. Resident Agents.

Not applicable.

10. Foreign Language Ability.

Not applicable.

11. Administrative Advancement.

Is Agent

(a) interested in Yes

(b) completely available for Yes

(c) considered completely qualified at present for administrative advancement including experience, ability, personality, and appearance? Yes His qualifications are considered to be excellent.

Mr. Tolson Mr. Mohr. Mr. Parsons Mr. Belmont Mr. Callahan Mr. DeLoach Mr. Malona Mr. McGuire Mr. Rosen June 1, 1960 Mr. Tamm Mr. Trotter **b**6 Mr. W.C.St b7C Tele. Room Mr. Ingram Miss Gandy Mr. John Edgar Hoover Director Federal Bureau of Investigation Washington, D. C. Dear Mr. Hoover: I have just received your letter of June 1, 1960, advising me of my promotion to Grade GS-16, as Chief of the Crime Research Section. Needless to say, I was highly gratified to receive this news. Aside from the purely monetary consideration, I appreciate deeply the confidence you have indicated in me. When I return next Monday from a short trip to Kentucky to visit my aging parents, I do hope your schedule will permit me to see you for a very short time to express my appreciation in person. Sincerely, Milton A. Jones שני שני 9

PROMOTION FROM Supervisory Special Agent FBI 54-D-235 Series 1811, GS 15 \$13,970 per annum Crime Records Division Washington, D. C. 10. Yes 12. 13. Veteran Preference No 5-pt. 10-pt. Disab. 10-pt. Other X 16. APPROPRIATION 17. From: S. & E., FBI 5. To: SAME 19. REMARKS:	IBED BELOW, WHI SIDE OF THIS FOR EFFECTIVE DATE OF ACTION G-1-60 POSITION TITLE AND NUMBER SERIES, GRADE, SALARY NAME AND LOCATION OF DIFFICE BY WHICH EMPLOYED DUTY STATION	TO-Speci	UR EMPLOYA CE OR OTHER PTED BY AL Age me Res	LAW	8 al information arry ef of thection)
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Crime Records Division Washington, D. C. 11. 12. 3. VETERAN PREFERENCE 14. TENURE GROUP No 5-pt. 10-pt. Disab. 10-pt. Other X 6. APPROPRIATION from: S. & E., FBI fo: SAME 9. REMARKS:	LOCATION OF OFFICE BY WHICH.		4		
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b. Service counting toward career (or permanent) tenure from:			3	. 04	
67-NOT RECORDED 27 JUN 6 .250 This promotion is temporary an the duration of present assign	d will rement.		,	opointment of 6 m	-
Basis for this position is Sec Act of 1949 as amended.	tion 505((e) of th	o Claș	sificat	ion
	<i>\</i>		-	wi.	
O. EMPLOYING DEPARTMENT OR AGENCY U. S. DEPARTMENT OF JUSTICE FEDERAL BUREAU OF INVESTIGATION		ATURE (or other au	thentication)	AND TITLE	<u> </u>
11. OFFICE MAINTAINING OFFICIAL PERSONNEL FOLDER (if different to item 10, above) FEDERAL BUREAU OF INVESTIGATION WASHINGTON 25, D. C.	22. SIGN/	. حو. ک	Maare	س	van -

May 2, 1000

	Maryland	b7C		æ	
Dear Mrs.		-			±b6 -
Jonés hávo b Aprìl 20, 19	Eoth Mr. rought to my cool and	ttention your	i Mr. Lilto notes of	а Д.	b7C
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1 - Mr. Milt 1 - Mr.	on A. Jones	•	b6 b7c	*	-
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·	114	YELLOW UPLICATE Y 2 1960 MAILED	- -		-
appeared bei on 4-24-60. Division in C	ore the Mr. a SA Milton A. SS-15. SA Au	e in Bufiles wand Mrs. Club Jones EOD 2 gust ECD EC	at the Beth -6-39, assi D 7-1-40 a	Sholom and Criss clerk,	me Reco

april 34, 1960 Dear Me Jones, The Beth Shalom Mr and Mis Clark wanted like to thank. you for having special agent b6 b7C **b**6 Cigrue 26, 1960 Dear Mr. The Beth Thalon Mr. and Mrs. Club waved like to thank you for being with us Sunday enewing The certainly enjoyed having you and learned a great deal about the FBP Cardielly **b**6 b7C

Mr. Callahan TO

DATE: 6-6-60

Mohr Parsons Belmont Callahan DeLoach Maloné McGuire Rosen Tamm Trotter W.C. Sullivan Tele. Room. Ingram .

Tolson

Gandy

C. R. Davidson

FROM

SUBJECT: SA MILTON A JONES

Section Chief - Crime Research Section

Crime Records Division EOD 2-6-39; GS-16, \$14,430

The following is a brief and concise summary of Mr. Jones' record for the Director's use. On 6-1-60 he was promoted to GS-16, \$14,430 per annum in accordance with the Director's instructions.

On 2-63-39 he entered on duty as a Special Agent and served at Des Moines and Cleveland before being transferred to the Records and Communications Division on 2-20-40, where he served as Section Chief of Crime Records Section from 3-1-44 until 1-28-59 when that Section was transferred to the newly established Crime Records Division. He was continued as a Section Chief and is presently Chief of the Crime Research Section of the Crime Records Division.

Since January, 1960, he has been COMMENDED on one occasion, that being on 3-16-60 for the excellent work done on the March, 1960, issue of "The Investigator". During this same period he has been CENSURED on three occasions, the last being on 3-15-60 for his failure to detect an error in an outgoing communication dated 3-8-60. He was CENSURED and PLACED ON PROBATION on 1-28-59 for weaknesses in his supervision and administration of the Crime Records Section which were disclosed during the inspection. He was REMOVED FROM PROBATION on 6-16-59.

During an Inspection of the Crime Records Division in February, 1960, Inspector J. F. Desmond stated Mr. Jones, who had been Section Chief since 3-1-44, was thoroughly familiar with all operations in his Section. He was interested in administrative advancement and was completely available. The Inspector felt he did have a good potential for administrative advancement and recommended that he be retained in his present assignment.

On 3-31-60 Assistant Director DeLoach rated him EXCELLENT and stated he had most time-consuming responsibilies as Section Chief of the Crime Research Section. He was a firm administrator and was respected by the personnel under him for his far above-average knowledge of policies and procedures. He was interested in, available for and qualified for administrative advancement with excellent qualifications.

The latest information concerning his availability was submitted on 3-31-60 at which time he was available for general and special assign= ments.

PERMANENT BRIEF ATTACHED

His daily average overtime for the last six months as compared with the Division average is as follows:

•	Mr. Jones	Division Average
November, 1959	3'10"	2'31"
December, 1959	3'18"	2 ' 23 ''
January, 1960	3 '24"	2 ' 46"
February, 1960	4'04"	3'05"
March, 1960	2 '51"	2 '39 ''
April, 1960	2'48"	2,43"

This reflects that he was over the division average in each of the last six months.

b6

His Physical Examination dated 9-18-59 reflects that he is within the desirable weight limits.

His ________ is a former File Clerk. She served as a summer employee during 1943, 1944 and 1945 and her services were considered satisfactory. His _______ served as a File Clerk during the summer of 1959 and her services were considered satisfactory. Her file reflects that she is to report for duty on 6-13-60 for an appointment not to exceed 120 days.

His Offices of Preference since January, 1960, are Seat of Government, Richmond and Louisville.

C OSTIONAL FORM NO. TO UNITED STATES GOVE emorandum

MR. MOHR TO

5/31/60 DATE:

b6 b7C

Mohr Parsons DeLoach Malone McGuire Rosen Tamm Trotter W.C. Sullivan Tele. Room Ingram Gandy

Tolson

FROM

W. S. TAVEL 5

SUBJECT: MILTON A JONES

Section Chief. Crime Research Section

Crime Records Division

EOD 2/6/39, GS 15, \$13,970

The Director has instructed that SA Jones be considered for promotion to GS 16. At present we have 28 super grade positions (GS 16, 17, 18) filled at the Seat of Government and 28 filled in the field, with 19 such positions vacant. Inspector Bernard M. Suttler is being recommended by separate memo for GS 16, which would fill one of these vacancies.

SA Jones entered on duty 2/6/39, is in GS 15, \$13,970, 47 years old, married with 3 children and has degrees of Bachelor of Arts and Bachelor of Laws. He is Chief of the Crime Research Section in the Crime Records Division and has been Section Chief since 1944. His section formerly handled correspondence and tours in addition to crime research matters until as a result of the inspection of the Crime Records Division in February 1960 the section was split and correspondence and tours were made into one separate section. SA Jones has had a generally good record, and although he has been censured on numerous occasions, most of these resulted from correspondence errors. His latest censure was on 3/15/60. He was censured and placed on probation on 1/28/59 as a result of weaknesses in the administration of the Crime Records Section disclosed during an inspection. He was removed from probation 6/16/59. He was also placed on probation in September 1955 for approving a memo concerning a Top Ten Fugitive which contained errors. He was removed from probation in December 1955. In November 1956 Mr. Tolson recommended that Jones be demoted and transferred to Newark in connection with a note Jones wrote commenting on changes suggested by Miss Gandy in a draft of a letter. The Director noted "I concur. Any such attitude as herein manifested is not only unwarranted but is insubordinate." Mr. Nichols advised that Jones stated the phraseology of the routing slip was unfortunate, he apologized and Mr. Nichols stated his attitude was exceedingly good. The Director commented, "The note was a culmination of many complaints about his difficult manner and uncooperativeness. I discounted the previous complaints assuming that there might be clashes of personalities, but when I saw this in black and white, the actual expression of hostility frankly stunned me and confirmed all previous reports I had received about his attitude." The Director saw Jones in November 1956 when Jones apologized and the Director stated he would be willing to give him one more chance and the transfer and demotion orders were cancelled. In September 1958, Mr. Nease recommended that SA Jones be removed as Chief of the Crime Records Section stating he was an introvert and lacking in personality qualities which made a good contact

Enclosure WST:lae

10 JUN 9

Memo to Mr. Mohr Re: Milton A. Jones

man. He had a penchant for hard work but was inclined to attempt to handle too much detail rather than hold individual supervisors responsible. Mr. Tolson suggested that this be checked into during the inspection of the division and the Director concurred. During inspection of the Records and Communications Division in January 1959, Mr. Malone stated Jones was a hard worker, handled a great deal of the volume of work to the detriment of the over-all operation and the section was badly in need of leadership. Malone discussed with Jones the weaknesses found during inspection, stated Jones had a good attitude and indicated a desire to improve and it was recommended and approved that he continue as Section Chief.

Although Jones has had difficulties in the past as reflected above, he has also been commended on a number of occasions, the last being on 3/16/60. In his annual performance rating, Mr. DeLoach rated him excellent and stated he was a "volume man," was industrious, conscientious and completely loyal. During an inspection of the Crime Records Division in February 1960, the Inspector noted that Jones was thoroughly familiar with all operations in his section, was a serious individual, and a most assiduous worker. He was interested in advancement and was completely available and the Inspector felt he had good potential for such advancement: Mr. DeLoach has rated Jones' qualifications for advancement as excellent. On his last physical in September 1959, he was within the desirable weight limits.

RECOMMENDATION:

That SA Jones be reallocated to grade GS 16.

Will Vi

Letter Long

MR. JONES' PERMANENT BRIEF ATTACHED

ASSIGNMENT CHART

JOHN P. MOHR ASSISTANT TO THE DIRECTOR

May 13, 1960

CRIME RECORDS DIVISION

C. D. DeLOACH **Assistant Director** Ext. 691, Room 5640

ROBERT E. WICK Inspector - No. 1 Man Ext. 691, Room 5642

E. C. KEMPER, JR. No. 2 Man Ext. 691, Room 5632 HAROLD P. LEINBAUGH No. 3 Man Ext. 815, Room 5634

CRIME RESEARCH SECTION

Milton A. Jones Section Chief

Ext. 645, Room 4236

Lawrence J. Heim

No. 1 Man

Ext. 649, Room 4234

Fugiti	ve Publ	icity Unit b6 .	Resea	rch Unit
Ext.	Room	b7C	Ext.	Room
508	4242	Chief	653	5625 Chief
648	4244	1	2283	5240
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	ations			
2318	7541	Charles E. Moore, Jr., Chief		1 Production Unit
2308	7541	David W. Bowers	649	4234 Gordon E. Malmfeldt, Chief
	,		649	4234 (Resigning 5/20/60)
			649	4234 b6
				b7C
		CORRESPONDENCE	AND	
		Donald C. Morrell Section Chief		No. 1 Man b6 b7C

Donald C. Morrell		'n
Section Chief	No. 1 Man	b'
Ext. 2153, Room 4235	Ext. 2153, Room 4235	

Correspondence Unit Tour Unit Ext. Room $\overline{481}$ 4231 Chief Ext. 447, Room 1734 b6 432 4229-A Hobson H. Adcock b7C 879 4231 Edward L. Campbell, Jr.

622 4241 430 4239

b6 b7C

> b6 b7C

*Ordered in

UNIFORM CRIME REPORTING SECTION

Jerome J. Daunt; Chief Ext. 633, Room 320 O.P.O.

Ext. 633, Room 320 O.P.O.

ENCLOSURE

Mr. Milton A. Jones
Federal Europa of Investigation
Washington, D. C.

Dear Mr. Jones:

I am indeed pleased to advise you of your promotion to the position of Special Agent (Chief of the Crime Research Section), \$14,430 per annum in Grade G3 16, effective June 1, 1960.

For your information, this promotion is tomporary and will remain in effect only for the duration of your present assignment.

Sincorely yours,

LEDGAR HOOVER

b6 b7C

John Edgar Hoover Director

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SENTI EROM D. V.
TIME S. COPAS
DATE 6-1-60

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No special salutation per Reading Room.

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Tolson
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Rosen
Tamm
Trotter
W.C. Sulliyan
Tele-Room

JUN - 1 1960 comm.fbi AN M

CRAO

ANIE ROOM TELETYPE UNIT

June 29, 1960

Mr. Campbell Jones 640 14th Street Bowling Green, Kentucky

Dear Mr. Jones:

It has come to my attention that Mrs. Jones and you are to celebrate your Golden Wedding Anniversary on July 2, 1909, and I want to express my heartiest congratulations to you on this memorable occasion.

This is indeed a significant milestone in your wonderful life together, and certainly you can look back over the years with personal satisfaction and pride. It is a pleasure to join your many friends and loved ones in extending best wishes with the hope that you will have many more wonderful years together and that they will be filled with an abundance of all good things.

Needless to say, we are pleased to have your son Milton as a member of this Bureau, and in response to his request I am honored to forward under separate cover one of my photographs which I have autographed to you.

X MAILED BU

JUN 2 9 1960

COMM FBL

· With kind personal regards, 3

RECORDED /Sincerely yours,

De Edgar Hoover

NOTE: See Morrell to Deloach memo of same date and same caption. CBF:mm

CBF:mm/bis

M. 8 1991

MAIL ROOM TELETYPE UNIT

REC'D-READING ROOM

NY NY

Loba

Mohr Parsons
Belmont Callahan
DeLoach

Rosen ______
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W.C. Sullivan ____

W.C. Sullivan ____ Teles Room ____ Ingrain

· [. 2800 I. CALTH BENEFITS REGISTRATION	EOP!	CARRIER'S CONTROL NO.		
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- 1	• .		(Use numbers) MONTH DAY YEAR	YES'		
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- 1	,	United States or District of Columbia Government employee or		000 TO \$9,999 23		
-				,000 OR OVER		
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	ROLL IN A			for 11/1 to 11		
	HEALTH BENEFITS	2. In space below list all eligible family members without exceptions. List your w	ife or husband first than your	unmarried children under		
		- age-19: including legally adopted children, and stepchildren and illogitimate chi	ldren who live with you in a re	gular parent-child relation.		
•	7. · · · · · · · · · · · · · · · · · · ·	ship. Include also any unmarried child over 19 who became disabled before of self-support. (Attach a doctor's certificate for a disabled child age 19 or over	age 19 and who, because of	ine disability, is incapable		
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ود	Z}-2 ∩E YOUR E -JUSENT.	support by reason of mental or physical disability which can be expected to con is "Yes," attach a doctor's certificate.)	imbe for more than one years	,но □		
ŗ	PART C	PLACE'AN "X" IN ITEM 1 OR ITEM 2, WHICHEVER APPLIES AND ANSWER ITEM 3.	MARKET TO A STATE OF THE STATE			
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	WISH, NOT TO' BIRGUL OR, IF	ment of my husband, wife,	or parent.			
-	Rikall OR IF YOU WISH TO CANCEL YOUR 2. I elect to cancel my present enroll— CANCEL YOUR ment under the Health Benefits Act. (b) I am covered by a health insurance plan which is not under the Health Benefits Act.					
	ENROLLMENT.	(c) Any other reason.				
	PART D	I elect to change my enrollment as shown by the enrollment number and other inform I. Enrollment code number of present plan. 2. Number of event which permits a		hich permits change.		
-	PART IF YOU	(See table on back of duplicate for pro	per number.) MONTH	DAY YEAR		
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ì	MUST FILL IN THIS PART.	(YOUR SIGNATURE—DO NOT PRINT) (DATE)	not more than 5 years, or	r both. (18 U.S.C. 100%)		
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Mr. DeLoach

DATE: 6-29-60

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D. C. Morrell

SUBJECT:

MR: AND MRS. CAMPBELL JONES

640 14TH STREET

BOWLING GREEN, KENTUCKY GOLDEN WEDDING ANNIVERSARY

JULY 2, 1960:

SA Fulton has brought to my attention that the parents of Crime Research Section Chief Milton A. Jones, Mr. and Mrs. Campbell Jones, will be celebrating their Golden Wedding Anniversary on July 2, 1960. This, of course, is a very important occasion and their children and close relatives plan to pay them special tribute on that day. They have been very staunch supporters of the Director and the FBI for a great number of years, and I feel certain that they would greatly appreciate a note of congratulations from the Director and an autographed photograph. Needless to say, SA Jones would be particularly grateful if the Director could do this. Attached is an appropriate letter of congratulations and autograph photograph cards. Mr. Jones Will soon be 82 YEARS OF AGE. ME, JOWES ASKED IF +his RECOMMENDATION: DONE.

That the attached letter congratulating Mr. and Mrs. Jones on their 50th Wedding Anniversary be forwarded as well as an autographed photograph

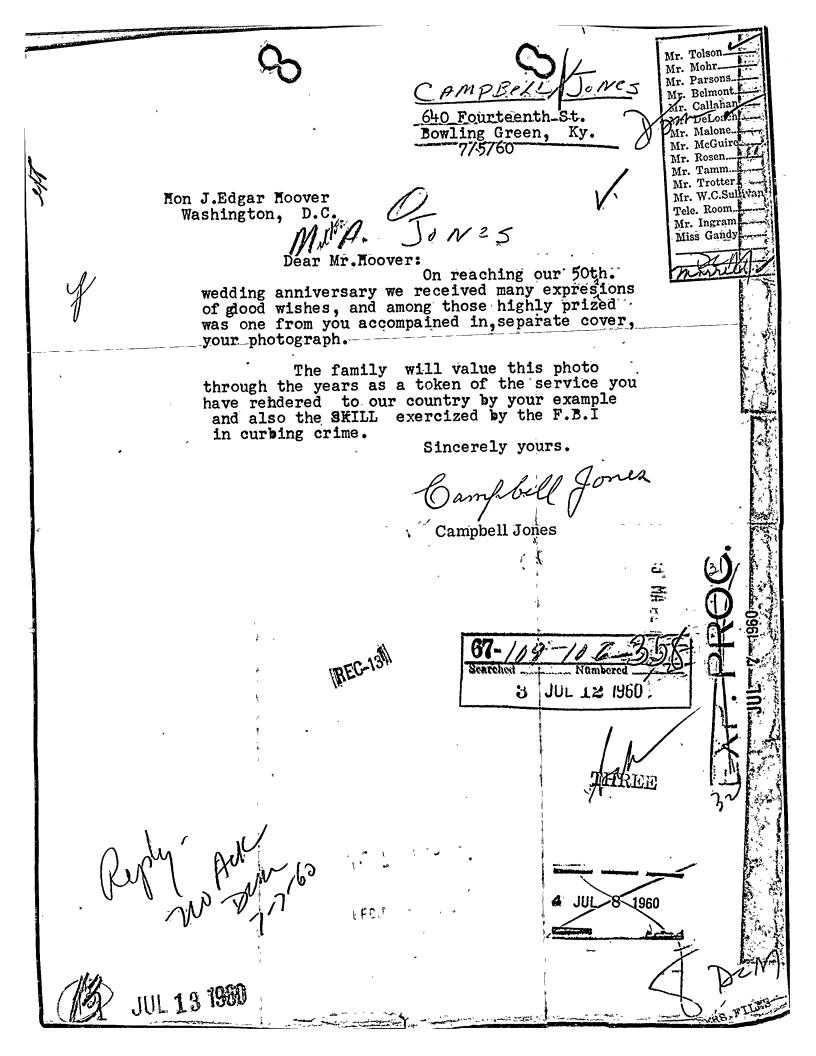
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Enclosure

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MAL umn; enter "NE" if not evaluated.) MAL				* ************************************
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23. DRUMS (Perforation)			•	rik
24. EYES—GENERAL (Viewal acuity and refraction under stems 59, 60 and 67)				•
NE 25. OPHTHALMOSCOPIC				
26. PUPILS (Equality and reaction)				
27. OCULAR MOTILITY (Associated parallel move-		4		
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29. HEART (Thrus, vize, rhythm, sounds)				
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36. FEET ==>		.*		
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41. NEUROLOGIC (Equilibrium tests under item 72)	: H \$	'	6	00T 9 10C /
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43. PELVIC (Females only) (Check how done)	1	i. an		
□ VAGINAL □ RECTAL		(Continue in item	n 71)	
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81. TYPED OR PRINTED NAME OF DENTIST OR PH	YSICIAM (Indicate which)	SIGNATURE			
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Attachment to Standard Form 88, Report of Medical Examination For Information and Guidance of Medical Examiner.

Name of Examinee JONES MILTON ANKER (Type or print) Last First Middle
The following portions of the attached examination report form need not be completed:
2 62 65 4 67 9 - 68 69 14 72
17 76
46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible.
For All Examinees, Whether Clerical or Special Agent Applicants or Employees:
The medical examiner should answer the following question:
Examinee, Lis not qualified for strenuous physical exertion.
1
To be Answered in the Case of All Male Employees and Male Applicants:
1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?
No Pes . If "yes" please specify defects.
2. Does examinee have any defects prohibiting safe operation of motor vehicles? No Yes If "yes" please specify defects.
If examinee has defective vision, should he wear corrective glasses while operating a motor vehicle? Yes No

67-ENCLOSURE

Desirable Weight Ranges for Males

Height _	Small Frame	Medium Frame	Large Frame		
5' 4"	117 - 125	123 - 135	131 - 148		
5′ 5″	120 - 129	126 - 139	134 - 152		
5'.6"	124 - 133	130 - 143	138 - 157		
5′ 7″	128 - 137	134 - 148	143 - 162		
5'8"	132 - 141	138 - 152	147 - 166		
5',9#	136 - 146	142 - 156	151 - 170		
5', 10"	140 150		155 - 175		
5' 11"	144 - 154	150 ~ 166	160 - 180		
, 6 '	148 - 158	154 - 171	164,- 185		
6' 1"	152 - 163	158 - 176	169 - 190		
6' 2"	156 - 167	163 - 181	174;- 195		
6'.3"	160 - 171	168 - 186	178 - 200		
6'.4"	169 - 180	178 - 196	188 - 210		
6' 5"	17.4 - 185	182 - 202	192 - 216		

3.	Examinee's frame is small medium X large
4.	Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight Satisfactory Excessive Deficient
5.	Under proper medical supervision, examinee should Dose pounds
	gainpounds
Re	marks:
· · · · ·	b6 b7c
	(organicar Examiner)
	SEP 21 1960



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UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No. WASHINGTON 25, D. C.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

RE: SA MILTON A. (JONES)

Dear Sir:

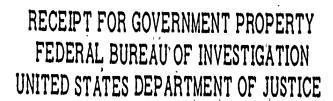
Name .

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum-tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Jannie M. Jos	My.	luche	9/6/60
Rf4, Box 438	- Ou	naudale	, Va
The following person is designated as beneficiary of agents killed in the line of duty.	s my beneficiary unde	or the Chas. S. Ross Fund pro	viding \$1500 death benefit to
Danie M Jone	j. 12 ***********	Relationship —	Date (/6/6/)
Address 4, Bof 438	anne	endale,	UN M
35	, i i i i i i i i i i i i i i i i i i i	Very truly yours,	- 0 M
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10 SEP 20 1960		Special Agent	V

Relationship



8-2.60

I certify that I have received the following Government property for official use:

TIME AND ATTENDANCE MANUAL # 295 issued July 1, 1960

RETURNED

Old TIME AND ATTENDANCE MANUAL # 230
issued July 1, 1955

FILE

PER W.M.

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK-OR-WRITE-ON-IT-OR-MUTIL ATE IT IN ANY WAY:

(Typed Signatur

(Written Signature) _

(Typed MILTON A. JONES

Very truly yours,

re you ti 1200

Attachment to Standard Form 88, Report of Medical Examination For Information and Guidance of Medical Examiner

	II_{α}	~		
Name of Examinee	anes	metry	0 -	
(Type or print)	Last	First	Middle	
			· · · · · · ·	
The following portions of	of the attached examinati	on report form need not	he completed.	
,	and actioning on an arrange	on report form need not	be completed.	
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desirable.	examinee is over 35 year	irs of age or examinatio	on indicates such is	
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49. Is necessary unless	facilities for affording s	same are not readily av	riiable	
	Tuojageaco for disording t	same are not reduity ave	dianie.	
71. Audiometer examina	itions should be afforded	whenever possible.		
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		A 60 mm		
For All Examinees, Whe	ther Clerical or Special A	Agent Applicants or Em	ployees:	
			i	
The medical examiner should	answer the following question	n:		
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Examinee Llis	is not qualified for	strenuous physical exe	ertion.	
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To be Answered in the C	Case of All Male Employe	es and Male Applicants	s:	
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	any defects restricting o			
tactics and dangerou	s assignments which mig	ht entail the practical i	use of firearms?	
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Li les	If "yes" please specify	delects.	-	
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2. Does examinee have	any defects prohibiting s	afe operation of motor	vehicles?	
□ No □ Yes	TE // //)			
Les Les	If "yes" please specify	delects.		
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If examinee has defe	ctive vision, should he w	rear corrective glasses	while operating a motor	
y vehicle? Yes	□ No	- 1 _K		,
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Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5′ 4″	117 - 125 -	123 - 135 -	131 - 148
5′ 5″	120 - 129	126 - 139	134 - 152
5' 6"	124 - 133	130 - 143	138 - 157
5' 7".	128 - 137	134 - 148	143 - 162
5'8"	132 - 141	138 - 152	147 - 166
5′9″	136 - 146	142 - 156	151:- 170
5/ 10//	140 - 150	,146 ,_ 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180
6′	148 - 158	154 - 171	164 - 185
6' 1"	152 - 163	158 - 176	169 - 190
6' 2"	156 - 167	163 - 181	174 - 195
6',3"	160 - 171	168 - 186	178 - 200
6'.4"	169 - 180	178 - 196	188 - 210
6' 5"	17.4 - 185	182 - 202	192 - 216

3. Examinee's frame is small medium	large
4. Considering above weight table, the examinee's fram I consider his present weight Satisfactory	e, and other individual physical characteristics, Excessive Deficient
5. Under proper medical supervision, examinee should	losepounds
Remarks: 2/20/14	gainpounds
Tremurks.	b6 b70

(Signature of Medicar anamarer)

JUL 1 9 1960

d.

January 19, 1961

PERSONAL

Mr. Milton A. Jones Federal Eureau of Investigation Washington, D. C.

Dear Mr. Jones:

I am indeed pleased to commend you for the unusually fine job you did as Editor-in-Chief of "The Investigator" during 1960. You displayed a great deal of ability, resourcefulness and initiative in handling this important position and, through your efforts, you contributed materially to the success of this part of the activities of the FBIRA. I want you to know that your capable services are appreciated.

Eincerely yours, J. Edgar Hoover -Mr. DeLoach (Personal Attention) ,b6 (Sent Direct) **BEC-136** 67-109106 Parsons Belmont Callahan CNIB-Mash Rosen Trofter W.C. Sullivan Tele. Room MAIL ROOM TELETYPE UNIT

UNITED STATES GOVERN norandum

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Mr. Callahan

.C. R. Davidson V

DATE: January 12, 1961

Malone McGuire Rosen Tamm Trotter W.C. Sullivan Tele. Room

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SUBJECT: FEDERAL BAR ASSOCIATION (FBA) RADIO AND TV PROGRAMS OF LAW ENFORCEMENT AGENCIES

PHILADELPHIA OFFICE

INCENTIVE AWARD AND COMMENDATION MATTER

MI. H. Jones The Philadelphia Office participated in a TV show under the auspices of the Federal Bar Association. It was a 30-minute TV show presented live on WFIL-TV under the auspices of the FBA and the Philadelphia Board of Education, presented as a public service. The participating agencies were the FBI and the Philadelphia Police Department, the Pennsylvania State Police, and the Alcohol and Tobacco Tax Division. Its purpose was to depict the cooperation of various law enforcement agencies in the investigation and solution of a hypothetical case, together with the apprehension of the criminal and the preparation of the case for court.

The show ran from 11:00 to 11:30 a.m. It received considerable advance publicity, not only in the public press but by a circularization through the Federal and local police agencies throughout the viewing area. The reactions have been extremely favorable. All the agencies felt that the show accomplished its purpose in depicting the close cooperation among law enforcement agencies at the working level, and in setting forth for the benefit of the public, both children and adults, a more realistic version of law enforcement procedures than normally appear in TV and motion pictures.

Information submitted by SAC, Philadelphia, and Crime Records Division reflects that the splendid work of Philadelphia and Seat of Government personnel resulted in outstanding publicity for the Bureau and special recognition is warranted. Philadelphia Supervisor Harzenstein, in addition to handling the heavy work load on the Internal Security Desk of that office, suggested the television show and made the original arrangements for it. He was also responsible for the written script and edited all of the film which was used. He contributed a substantial amount of his own personal time and closely supervised the entire production to a successful conclusion. SA Harzenstein has made other outstanding contributions to Bureau public relations during the past year including Law Enforcement/atsphayadelphia National Bank and in

Enclosure	
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Memo to Mr. Callahan

Philadelphia high schools which resulted in distribution of 21,000 FBI booklets, 500 communism placards and 500 reprints of "Rules for Teenagers." It is felt that SA Harzenstein is deserving of an incentive award for his sustained above-average performance in this field. Based on approved tables for determining the amount of such an award his performance is considered to be of moderate value and broad application to the work of the Bureau entitling him to an award of from \$150 to \$300.

SA Harzenstein EOD 5-23-34 and is in grade GS 14, \$13,250. During the past three years his services have been satisfactory although censured on two occasions the last being 3-9-60 for errors in report approved by him. Commended on one occasion, 2-23-60. Rated Excellent on 1960 annual performance rating. Completely available and his weight is within desirable limits. Overtime below the office average five of six months during period June through November, 1960, with daily average of approximately 2'32" compared to office average of 2'51". SAC noted his overtime exceeded three hours in December; however, office average for December has not yet been computed.

SE ______, Philadelphia, took approximately 600 feet of photographs, arranged for processing of this film at no cost to Bureau and assisted SA Harzenstein in editing this film.

b6
b7c F, F, SAC and other personnel who assisted in production and

presentation of the television program are deserving of commendation through SAC Frohbose.

SOG Supervisors Malmfeldt and Morris, Crime Records Division,

exhibited splendid imagination, skill and resourcefulness in supervising and directing the entire production at the Seat of Government including photographing and editing of film.

Other personnel participated as follows and are deserving of general commendation:

Memo to Mr. Callahan

Photographic Laboratory employees who provided valuable services in taking and processing film; Exhibits Section personnel who prepared elaborate model, of a bank, "Ten Most Wanted" poster and enlarged handwriting specimens; and, Laboratory, Crime Records and Identification Division personnel who participated as actors and actresses in film showing Bureau operations.

RECOMMENDATIONS:	
(1) That Philadelphia Supervisor Harzenstein be approved for an incentive award of \$200 for his sustained above-average performance in handling Bureau public relations in the Philadelphia area. (Amount recommended is in line with previous awar granted for similar performance.)	U
(2) That individual letters of commendation be directed to SEand Supervisors Malmfeldt and Morris.	_
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(3) That a letter of commendation be directed to SACcommendation be directed to saccess and	uē
Renneberger (Mechanical Section) Gauthier (Exhibits Section) and Jones (Crime Research Section) and to Assistant Directors Tamm of the Laboratory and Trotter of the Identification Division commending those employees in their sections and divisions for their participation in the television film production.	
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PERMANENT BRIEF OF PERSONNEL FILE OF SA HARZENSTEIN IS ATTACHED.

2.20-60

I certify that I have the reflect the following Government property for official use:

KEY TO ROOM 4237 (2) 1/

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

8 DEC 22 1960

Very truly you

(Written Signature

(Typed

Signature)

Milton A. Wones

December 12, 1960 PERSONAL

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

I am indeed pleased to commend you for the outstanding attitude you exhibited in resporting for duty today despite the extremely hazardous travel conditions.

You demonstrated a most exemplary devotion to the work of the FBI in considering your services so essential that, in spite of an announcement that all Federal Government agencies would be closed, you reported for duty. I certainly appreciate your dedicated efforts and I want you to know I have instructed that a copy of this letter be placed in your personnel file.

Sincerely yours,

) al

Tolson
Mohr
Parsons
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Callahan
DeLoach
Malone
McGuire
Rosen
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Trotter
W.C. Sullivan
Tele. Room

Delivered 12-13-60

MAIL ROOM TELETYPE UNIT



12-7-60

Remington Portable Typewriter ND-164813

Received

Smith Corona Portable Typewriter 5A-593320

READ

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Very truly yours,

(Written Signature)

(Typed Signature) .

Milton A. Jones

9 DEC 12 1960

12-5-60

I certify that I have received the following Government property for official use:

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The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

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Very truly yours,

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I certify that I have received the following Government property for official use: mutned

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READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY:

Very truly yours,

(Written

Signature

(Typed:

Signature) Milton A. Jones

MEDICAL REPORTS

Personnel File of JONES, MILTON HALLES

Personnel File No. (0.7=

STANO RECORDED S SEP 21/960 3/1

StandardiFormes (Rev. Aug. 1950) BUREAU OF THE BUDGET CIRCULAR A 24 89-102

REPORT OF MEDICAL HISTORY
THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

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	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF:	and the second s
r	A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.	
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	C. INABILITY TO ASSUME CERTAIN POSITIONS	f.
	D. OTHER MEDICAL REASONS (If yes, give reasons)	
		, i
1	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUB-	•
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	20 HAVE VALLEVED DEEN DEELISED EMPLOYMENT BECALISE	-
	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yos, state reason and give	
	details)	
	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)	
	32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE.	
	ANY OPERATIONS? (If yes, describe and give	
	age at which occurred)	; - , -
1 .	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATOR	
'	10Mt (If yes, specify when, where, why, and name of doctor, and complete address of	1 1. 1. 1. 1. 1. 25)
	hospital or clinic)	Typhond fever (1937)
	34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify	A Prince of the second of the
	when, where, and give details) 35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS.	
	PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give com-	· -
V	plete address of doctor, hospital, clinic,	4
	and details)	,
	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)	
		·
1 /	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL MENTAL OR OTHER	•
A.	REASONS? (If yes, give date and reason for rejection)	* -
		, 1 · · · · · · · · · · · · · · · · · ·
1	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL MENTAL OR OTHER	
1 O	REASONS1 (If yes, give date, reason, and type of discharge: whether honorable,	
	other than honorable, for unfitness or un- suitability)	• •
		· ·
	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR	,
	PENSION OR COMPENSATION FOR EXISTING DISABIL- ITY? (If yes, specify what kind, granted by	
<u>.</u>	whom, and what amount, when, why)	NICE OF HE AND THAT IT IS TRUE AND COMPLETE TO THE REST OF MY KNOWLEDGE.
1 CERTIFY 1 AUTHORS	THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLY ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONI	PLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. D ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES
OF PROCESSIN	MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.	SIGNATURE)
TYPED OR PAIL	ALED HAME OF EVUINNEE	Milton a son our
*	COMMENT AND STADODATION OF ALL DESTRICAT DATA ()	Physician shall comment on all positive answers in items 20 thru 39)
40. PHYSICIAN		
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Standard Form 89 (Rev. Aug. 1950)
PROMULGATED BY
BUREAU OF THE BUDGET
CIRCULAR A-24 REPORT OF MEDICAL HISTORY THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE REJEASED TO UNAUTHORIZED PERSONS 2. GRADE AND COMPONENT OR POSITION 1. LAST NAME-FIRST NAME-MIDDLE NAME MILTON 4. HOME ADDRESS (Number, street or RFD, city or town, zone 5. FURPOSE OF EXAMINATION ATE OF EXAMINATION annual exour 7 SEY 8. RACE 9. TOTAL YRS. GOVT, SERVICE 10. DEPARTMENT, AGENCY, OR SERVICE 11. ORGANIZATION UNIT CIVILIAN MILITARY 12. DATE OF BIRTH 13. PLACE OF BIRTH 14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN moriticel 16, OTHER INFORMATION 17. STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint crists) 20 years. 19. HAS ANY BLOOD RELATION (Parent, brother, sister, other)
OR HUSBAND OR WIFE 18. FAMILY HISTORY RELATION(S) RELATION AGE STATE OF HEALTH IF DEAD, CAUSE OF DEATH (Check each item) YES NO FATHER ~ HAD TUBERCULOSIS iole MOTHER HAD SYPHILIS SPOUSE HAD DIABETES HAD CANCER HAD KIDNEY TROUBLE **BROTHERS** ν AND HAD HEART-TROUBLE SISTERS HAD STOMACH TROUBLE HAD RHEUMATISM (Arthritis, HAD ASTHMA, HAY FEVER CHILDREN HIVES HAD EPILEPSY (Fits) COMMITTED SUICIDE BEEN INSANE 20. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item) YES NO (Check each item) SCARLET FEVER, ERYSIPELAS TUMOR, GROWTH, CYST, CANCER /"TRICK" OR LOCKED KNEE GOITER FOOT TROUBLE DIPHTHERIA TUBERCULOSIS RUPTURE SOAKING SWEATS (Night sweats) RHEUMATIC FEVER APPENDICITIS NEURITIS PARALYSIS (Inc. infantile) SWOLLEN OR PAINFUL JOINTS ASTHMA PILES OR RECTAL DISEASE MUMPS SHORTNESS OF BREATH FREQUENT OR PAINFUL URINATION EPILEPSY OR FITS CAR, TRAIN, SEA, OR AIR SICKNESS WHOOPING COUGH PAIN OR PRESSURE IN CHEST KIDNEY STONE OR BLOOD IN URINE FREQUENT TROUBLE SLEEPING SUGAR OR ALBUMIN IN URINE FREQUENT OR SEVERE HEADACHE CHRÔNIC COUGH DIZZINESS OR FAINTING SPELLS PALPITATION OR POUNDING HEART FREQUENT OR TERRIFYING NIGHTMARES DEPRESSION OR EXCESSIVE WORRY EYE,TROUBLE HIGH OR LOW BLOOD PRESSURE VENEREAL DISEASE EAR, NOSE OR THROAT TROUBLE CRAMPS IN YOUR LEGS RECENT GAIN OR LOSS OF WEIGHT LOSS OF MEMORY OR AMNESIA BED WETTING ÆUNNING EARS FREQUENT INDIGESTION ARTHRITIS OR RHEUMATISM RERVOUS TROUBLE OF ANY SORT CHRONIC OR FREQUENT COLDS BONE, JOINT, OR OTHER DEFORMITY STOMACH, LIVER OR INTESTINAL TROUBLE ANY DRUG OR NARCOTIC HABIT SEVERE TOOTH OR GUM TROUBLE GALL BLADDER TROUBLE OR GALL STONES LAMENESS LOSS OF ARM, LEG, FINGER, OR TOE EXCESSIVE DRINKING HABIT SINUSITIS SAUNDICE ANY REACTION TO SERUM, DRUG OR HOMOSEXUAL TENDENCIES HAY FEVER PAINFUL OR "TRICK" SHOULDER OR ELBOW 21. JAVE YOU EVER (Check each item) 22. FEMALES ONLY: A. HAVE YOU EVER-B. COMPLETE THE FOLLOWING: AGE AT ONSET OF MENSTRUATION WORN GLASSES ATTEMPTED SUICIDE BEEN PREGNANT INTERVAL BETWEEN PERIODS WORN 'AN ARTIFICIAL EYE BEEN A SLEEP WALKER HAD A VAGINAL DISCHARGE LIVED WITH ANYONE WHO HAD DURATION OF PERIODS BEEN TREATED FOR A FEMALE DISORDER WORN HEARING AIDS DATE OF LAST PERIOD STUTTERED OR STAMMERED COUGHED UP BLOOD HAD PAINFUL MENSTRUATION BLED EXCESSIVELY AFTER INJURY OR TOOTH EXTRACTION QUANTITY: NORMAL EXCESSIVE SCANTY WORN A BRACE OR BACK SUPPORT HAD IRREGULAR MENSTRUATION HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS? WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS? 26. ARE YOU (Check one) 25. WHAT IS YOUR USUAL OCCUPATION?

MONTHS

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RIGHT HANDED

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-	YES	NO		VERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
1			27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF:	·
-		-/	A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.	†
-		`	B. INABILITY TO PERFORM CERTAIN MOTIONS	<u>'</u> -
-	 -	7	C. INABILITY TO ASSUME CERTAIN POSITIONS	
-			D. OTHER MEDICAL REASONS (If yes, give reasons)	
	ı	/	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUB-	
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	l l	✓	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)	
_			20' HAVE VALUE OF DEFINE PERSON DE LA CAMBRIA DE CAMBRIA	
	Ι,	Λ	 HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH! (If yes, state reason and give details) 	
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	i	V	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)	
_			32, HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE,	
			ANY OPERATIONS? (If yes, describe and give age at which occurred)	'
-			33. HAVE YOU EVER BEEN A PATIENT (committed or	
	1	/	voluntary) IN A MENTAL HOSPITAL OR SANATOR- IUM? (If yes, specify when, where, why, and	
		'	name of doctor, and complete address of hospital or clinic)	1 (1 , 0 ,) in 1923
-	- /-		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER	1 should be the contraction of t
	V		THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)	Typhord fever in 1933.
-			35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS.	
T _p		./	PHYSICIANS. HEALERS. OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give com-	
		٧	plete address of doctor, hospital, clinic, and details)	
-		7	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER	
		A	THAN MINOR COLDS? (If yes, which illnesses)	
-	7		37. HAVE YOU EVER BEEN REJECTED FOR MILITARY	
	- 1	V	SERVICE BECAUSE OF PHYSICAL MENTAL OR OTHER REASONS? (If yes, give date and reason for	
			rejection)	
-			38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY	
		4	SERVICE BECAUSE OF PHYSICAL MENTAL OR OTHER REASONS? (If yes, give date, reason, and	
		~	type of discharge: whether honorable, other than honorable, for unfitness or un-	
	1		, suitability)	
			39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE	
	,	\vee	YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABIL-	
			ITY1 (If yes, specify what kind, granted by whom, and what amount, when, why)	
•) CERT	FY TI	HAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIES OF THE POCTORS HOSPITALS OR CLINICS MENTIONE	PLIED BY ME AND THAT ITAS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. ED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES
	OF PROCES	SING	MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.	
1	TYPED OR	PRINT	ED NAME OF EXAMINEE	SIGNATURE CONTRACTOR OF THE SIGNATURE
			CHANNEY IND STREET OF THE PERTINGHT DITLEY	Physician shall comment on all positive answers in items 20 thru \$9)
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	TYPED OR	PRINT	ED NAME OF PHYSICIAN OR EXAMINER DATE	SIGNATURE NUMBER OF ATTACHED SUPERS
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HEARING RECORD

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Standard Form 513
Rev. August 1934
Promulgated
By Bureau of the Budget
Circular A—32 CLINICAL RECORD **CONSULTATION SHEET** REQUEST DATE OF REQUEST FROM: (Requesting ward, unit, or activity)
STAFF CLINIC TO: 9-23-58 EAR CLINIC . REASON FOR REQUEST (Complaints and findings) This SA, FBI appeared this date for his annual physical examination and it was noted he has never been afforded an audiogram. Please do audiogram for record purposes. Thank you, PROVISIONAL DIAGNOSIS **b**6 b7C APPROVED PLACE OF CONSULTATION MERGENCY BEDSIDE ON CALL ROUTINE US N CONSULTATION REPORT b7C (Continued on reverse side) ORGANIZATION DATE IDENTIFICATION NO. SIGNATURE AND TITLE REGISTER NO. WARD NO. PATIENT'S IDENTIFICATION (For typed or written entries give: Name-last, first, middle; grade; date; hospital or medical facility) CONSULTATION SHEET SPECIAL AGENT, FBI Standard Form 513 JONES, MILTON A.

State Stard Form 513
Rev. Feb. 1951
Promulgated
By Bureau of the Budget
Circular A-32

CLINICAL RECORD

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CONSULTATION SHEET

CLINICAL RECORD		CONSULT	ATION SH	EET	•
,	REQU	EST			-
TO: Othopedic Departmen	FROM: (Requesting	og ward, unit, or activity)		DATE OF RE	COUEST F. SS
REASON FOR REQUEST (Complaints and findings) I Pain in back Started after a at lase of spine,	lelping sur resurred	cle putter down le;	ig eys n	scaffr Times	ll-pain
c limbers up c act	TAHAI	Tiffens -			,*
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	PATE /8)	DENTIFICATION	ÑO. ORGA	NIZATION	· · · · · · · · · · · · · · · · · · ·
PATIENT'S LAST NAME-FIRST DOLE	NAME ,	FB1	REGISTER NO.		Staff Clinic
		· · · · · · · · · · · · · · · · · · ·		C	ONSULTATION SHEET

(NAME OF HOSPITAL OR OTHER MEDICAL FACILITY)

Standard Form 518

Mr. Milton A. Jones Federal Eurcau of Investigation V.achington, D. C.

Dear Mr. Jones:

I am taking this opportunity to commend, through you, the personnel in your section for their very fine work performed in connection with the preparation of a thirty-minute television program chown in the Philadelphia area which depicted cooperation of various law enforcement agencies.

I was particularly impressed with the ability and enthusiasm exhibited by Miss who played an important role in the success realized. This program will certainly enhance the prestige of the Burcau and I want you to convey to Mics and others, my appreciation for their fine contributions.

JUN 1981

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b7C

1 - Mr. DeLoach (Personal Atte	ention) 3 July 28	الأياب
1 - Miss (Sent Direct).	Alons	
(6) 67-109106	M	d d

Sincerely yours,

J. Edgar Hoover

Tolson
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W.C. Sullivan
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MIL ROOM TELETYPE UNIT

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February 6, 1961

PERSONAL

Dear Mr. Jones:

Today marks your Twenty-second Anniversary with the Federal Bureau of Investigation, and I did want to extend my congratulations and best wishes for the occasion. Loyalty and devotion to duty of employees such as you have been largely responsible for bringing the Bureau to its present position in law enforcement, and I hope the Bureau will have the benefit of your services for many years to come.

With best wishes,

Sincerely,

EDGAR HOOVE

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C. LECA

SENT PROM D. O. JEH:edm (3) W.C. Sullivan

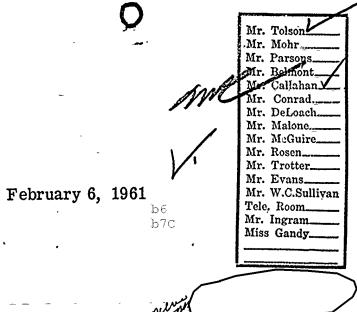
Anniversary 2/6 (Mon.)

MAIL BOOM "TELETYPE UNIT

Tolson . Mohr

Belmont Callahan DeLoach †Malone Rosen Trotter

February 1, 1961 Mr. S. A. Andretta Administrative Assistant Attorney General Director, FBI Grate Fra **b**6 b7C Parking The alternate parking permit, for space 69, 11th Street Court, has been returned and destroyou. It is requested an alternate parking permit for space 69 be issued to M. A. /Jones. ir. Jones has a 1960 Buick with Virginia license A-168-248, and a 1947 Buick with Virginia license A-118-867. Milton REC- 4 FEB 3 1961 FEB - I 1961 Tolson Mohr, Parsons Belmont Callahan Conrad DeLoach . Malone . McGuire Rosen . Trotter . Evans . W.C. Sullivan Tele, Room Ingram MAIL ROOM Gandy



Mr. John Edgar Hoover Federal Bureau of Investigation Washington, D. C.

Dear Mr. Hoover:

I have received your note of February 6th and deeply appreciate your congratulations on my Twenty-second Anniversary with the Bureau. Frankly, it doesn't seem nearly this long. I do hope I will have an opportunity to contribute whatever talents I have to the Bureau's work for years to come.

Sincerely,

Milton A. Jones

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FEB 13 1961.

Mr. Tolson . Mr. Ja MAY D'ATT IL Mr. Caled at Mr. Comad Mr. Maline Mr. Rosen Mr. Tavel Mr. Trotter That polical Mr. W.C.Puili Tele. Room . Mr. Ingram Miss Gandy . Box 438, R.F.D.#4 Annandale, Virginia February 23, 1961 - 111- 11 94- 46114-Honorable J. Edgar Hoover Federal Bureau of Investigation Washington, D. C. m. A Jones Dear Mr. Hoover: As one of your admirers, I am writing this letter to ask your help in getting information for a school assignment. The juvenile crime rate appears to be rising throughout the country. Could you give me your reason for the increased juvenile crime rate and what you think should be done about it? I would also appreciate any ideas on what young people like me can do to help in the fight against crime. Your reply will be a great help in my school work. REG-131. **b**6 <u>Sincerely yours,</u> b7C 孤[10] 6 MAR 1 1961





2-7-61

I certify that I have received the following Government property for official use: returned/

> Alternate (2)/ Parking Permits Space 69, 11th Street Court

> > READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO-NOT-MARK-OR-WRITE ON IT OR MUTILATE IT IN

Very truly yours,

(Written Signature)

(Typed Signature)

Milton A. Jones

FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

b7C

REPORT OF PERFORMANCE RATING

N (D. 1	MILTON A. GONES	. Pr	
Name of Employee:	1,1111111111111111111111111111111111111		
Where Assigned:	Crime Records Division (Division)	Crime Research Section (Section, Unit)	n
	Chaoial Amont Ob	•	
Official Position T	itle: Special Agent - Ci	nief, Crime Research	
Rating Period: from	4/1/60	to3/31/61	
	.		<u> </u>
ADJECTIVE RATIN	G:EXCELLE	NT	Employee's Initials
_	Outstanding, Excellent, Satisfactory, Unsatisfactory		NA X
	C. D. DeLoach	14	
Rated by:	C. D. DeLoach	Assistant Director	3-31-61
	Signature	Title	Date
Reviewed by:			
17	Signature	Tiţle	Date
Rating Approved by:	1. Callata	Assistant Director	APR 19 1961
	Signature	Title	Date
		202	
	TYPE OF	REPORT 67- 10 9 10	14 - 366
1 .	(X) Official (X) Annual	() Administrative N () 60-Day APR	10 365 министец 365
/^/	S	() 90-Day () Transfer	
4APR 25	(1001	() Separation from S () Special	ervice
TAFT AC	ו פכו נ	() Special	

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION.

UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

1825 ESS

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POFORMANCE RATING GOE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A. Jones	Title Special Agent			
	Rating Period: from <u>4/1/60</u> to <u>3/31/61</u>			
RATING GUIDE A	AND CHECK-LIST			
e: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.				
Rate items as follows:				
Excellent.	,			
Satisfactory (good or very good) Unsatisfactory.	•			
No opportunity to appraise performance during rating period.				
Guide for determining adjective rating:				
1. "Outstanding" adjective rating requires (A) that all rated elements be "+" and	d (B) that each and every rated element be factually justified by narrative detail on			
reverse of Form FD-185. 2. "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend up mechanical formulas; however, for an employee to be rated "Excellent" he mu guide and check-list and must be rated "Excellent" or "Outstanding" on the adjective rating is reasonable in the light of elements rated. A. Any element rated "Unsatisfactory" must be supported by narrative comm B. An "official" adjective rating of "Unsatisfactory" must comply with the requirements.	ust not be rated unsatisfactory on any performance evaluation factors on the rating majority of such rating factors. Good judgment must be exercised to insure that			
	E (17) Financialis			
(1) Personal appearance. (2) Personality and effectiveness of his personal contacts.	(17) Firearms ability. (18) Development of informants and sources of information.			
(2) Personanty and enectiveness of his personal contacts. (3) Attitude (including dependability, cooperativeness, loyalty,	(19) Reporting ability:			
enthusiasm, amenability and willingness to equitably share	(a) Investigative reports			
work load).	(b) Summary reports			
(4) Physical fitness (including health, energy, stamina). (5) Resourcefulness and ingenuity.	(c) Memos, letters, wires			
(6) Forcefulness and aggressiveness as required.	(Consider:conciseness;clarity;organization;thoroughness;accuracy;adequacy and perti-			
(7) Judgment, including common sense, ability to arrive at proper	nency of leads; * administrative detail.)			
conclusions, ability to define objectives.	(20) Performance as a witness.			
(8) Initiative and the taking of appropriate action on own responsibility.	(21) Executive ability: (a) Leadership			
(9) Planning ability and its application to the work.	(a) Leadership (b) Ability to handle personnel			
(10): Accuracy and attention to pertinent detail.	(c) Planning			
(11) Industry, including energetic, consistent application to duties.	(d) Making decisions			
(12) Productivity, including amount of acceptable work produced	(e) Assignment of work (f) Training subordinates			
and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is	(g) Devising procedures			
attributable to causes beyond employee's control.	(h) Emotional stability			
(13) Knowledge of duties, instructions, rules and regulations, in-	(i) Promoting high morale (j) Getting results			
cluding readiness of comprehension and "know how" of	(22) Ability on raids and dangerous assignments:			
application.	(a) As leader			
(14) Technical or mechanical skills. (15) Investigative ability and results:	(b) As participant			
(a) Internal security cases	(23) Organizational interest, such as making of suggestions for improvement.			
(b) Criminal or general investigative cases	(24) Ability to work under pressure.			
(c) Fugitive cases	(25) Miscellaneous. Specify and rate:			
(d) Applicant cases	Dictation ability			
(e) Accounting cases (16) Physical surveillance ability.				
	as security, criminal, applicant squad, or as Resident Agent, supervisor, instruc- eResearchs. Section			
B. Specify employee's most noteworthy special talents (such as investigator, de Desk Man	lesk man, research, instructor, speaker):			
C. (1) Is employee available for general assignment wherever needs of service (2) Is employee available for special assignment wherever needs of service	e require? YCB (II answer is not 'yes,' explain in narrative comments.)			
D. 1. Has employee had an abnormal sick leave record during rating period? <u>NO</u> 2. Has employee used more sick leave (including annual leave or LW' for illness) during rating period than the amount of sick leave earned during such period? <u>NO</u> (If answer to either question is "Yes," explain narrative comments.)				
E. Is employee qualified to operate a motor vehicle incidental to his official d If answer is "yes," personnel file must reflect the following: (a) H physically fit to drive. (c) Past safe driving record OK or has passed	las valid State of focal operators itemed for type territors			
ADJECTIVE RATING: EXCELLENT Outstanding, Excellent, Satisfactory, Ur	nsatisfactory EMPLOYEE'S INITIALS			

April 17, 1961

MILTON A. JONES

Special Agent
Crime Research Section
Crime Records Division

PART I GENERAL COMMENTS:

Mr. Jones makes an outstanding personal appearance. He is always neat and well groomed. He has a concise, analytical mind. He is industrious, conscientious, loyal and works very well under pressure. This man is a firm administrator and insists upon good discipline in his Section. His personnel respect him for his above-average knowledge of FBI policies and procedures. He is amenable to discipline and extends complete cooperation. He has used no sick leave during the entire rating period.

During the rating period, Mr. Jones has been commended four times and has not been the recipient of any disciplinary action. This man has a keen sense of timing and his enthusiasm during the rating period in promoting suggestions, ideas and high morale has certainly been far above average. Although this Section Chief is an experienced employee of long standing, it is to be particularly noted that his personality has definitely improved during the past year, and he is considered to be an excellent "team" man.

During the inspection of this Division in March, 1961, the Inspector noted that the Section Chief put in an above-average amount of overtime, thereby setting the pace for personnel within the Section insofar as carrying the workload is concerned. He was regarded by the Inspector as a highly valuable employee, and I certainly share this opinion.

I have no hesitancy in stating that a rating of "Excellent" is fully merited by this employee.

mad

PART II SPECIFIC COMMENTS

1. Justification for Any Minus Ratings Given

N.A.

2. Experience and Ability as Inspector's Aide

Mr. Jones is qualified as an Inspector's Aide; however, due to the necessity of his having to remain constantly on his current assignment, he has not been utilized on any inspections during the rating period.

3. Participation in Informant Programs

N.A.

4. Testifying Experience and Ability

N.A.

5. Disciplinary Action

N.A.

6. Accounting Information

N.A.

7. Police Instruction

Mr. Jones appears before In-Service Seminars and is fully capable of speaking before and lecturing to police groups at any time.

8. Sound Training

N.A.

9. Resident Agents

N.A.

10. Foreign Language Ability

N.A.

m & y

11. Administrative Advancement

- (a) Is Agent interested in administrative advancement?

 Yes.
- (b) Is Agent completely available for administrative advancement? Yes.
- (c) Is Agent considered completely qualified at present for administrative advancement including experience, ability, personality and appearance?

 Yes.
- (d) His qualifications are considered very good $\underline{}$; excellent \underline{x} , outstanding
- (e) Does Agent have potential for future administrative advancement?

 Yes.

max

Q

Q

Name:

MILTON A. JONES

Title: SPECIAL AGENT

EOD:

2-6-39

Grade: GS-16, \$15,515

NON-VETERAN

NOT ON PROBATION

ASSISTANT DIRECTOR C. D. DE LOACH:

Mr. Jones is currently the Section Chief of the Crime Research Section of this Division. He has served in a similar capacity since 1944. He is an extremely hard worker, does considerably well under pressure and functions smoothly as an administrator. He presents an excellent appearance, his attitude is good and he is amenable to discipline. He is meticulous and is a disciplinarian in handling his responsibilities and the personnel of his Section. He is definitely an asset to this Division and his knowledge of FBI policies and procedures benefits all of our operations. Since the last inspection he has been commended on four occasions and has received one letter of censure.

Rating: Excellent

INSPECTOR ROY K. MOORE (HEC:meh, 3/17/61)

Inspector concurs in the comments of Mr. DeLoach.

Mr. Jones has been in his current position for a number of years and is a competent administrator whose long experience in the division renders him a highly valuable employee. Based upon the findings of the Inspector during the current inspection, Mr. Jones is carrying out his present assignment in a capable fashion. He consistently puts in an above-average amount of overtime, thereby setting the pace for personnel within the section insofar as carrying the work load is concerned. Mr. Jones is an extremely loyal employee who is interested in and completely available for administrative advancement. He is within the desirable weight limits. The Inspector feels that he has good potential for administrative advancement.

CRIME RECORDS DIVISION INSPECTION 3-9-61 CDD:sak

67-NOT RECORDED 8 MAR 22 1961

February 27, 1961 Box 438, Route 4 Annandale, Virginia Dear I have received your letter of February 23, and I am 🕾 pleased that you chose to write to me for help in your school assignment. It is true that the juvenile crime rate in this country is rising. Since 1948 juvenile arrests and court cases have more than doubled while the population of our young people has increased less than one half. In 1959 arrests of young persons under 18 were 4 per cent higher than the 1958 total. Vhile youthful criminality is a world-wide disease, we, of course, are primarily concerned with its steady increase in our Nation. The finger of blame can be pointed in many directions. To a great extent young criminals are by-products of our self-indulgent age. They are the victims of a society which has substituted indulgence for discipline. They are the EB 2 7 1961 victims of a misplaced sense of values. The last several years have seen a breakdown of authority and moral standards in the home and community. Parents are eager to give freely of material gifts to their children, but all too often they fail to provide those things which are of inestimable value--standards, principles and discipline. Dope peddlers and filth merchants, who make their living by corrupting youth, are responsible for a sizable portion of juvenile crime. Courtroom leniency and misguided rehabilitation efforts frequently cause young offenders to lose respect for law and Tolson Parsons of Section Chief M. A. Jones, NOTE: Belmont Crime Research Section, Crime Records Division. Statistics relating to Callahan Contad percentage of teen-age arrests from 1959 Uniform Crime Reports bulletin. DeLoach Evans Malone Rosen Tavel CBF:mid W.C. Sullivon IL HOOM TELETOPE UNIT

order and to assume a callousness toward constituted authority. These are some of the factors responsible for the alarming rise in teen-age arrests.

There is no simple and easy solution to this problem; however, I strongly feel that a concerted effort on all levels of the community will help to curtail and control it. Farents must recognize their responsibilities toward their children and live up to them. There has to be a serious crackdown on the peddlers of dope, smut and pornography. We must stop coddling hardened young criminals, and we must improve the effectiveness of juvenile courts and juvenile aid facilities. Finally, we must re-emphasize and re-establish the spiritual values and moral standards upon which our great Nation was founded.

Young boys and girls of your age have a vital role in this fight. By acquiring good living habits, a strong conscience and respect for your fellow men and yourself, you will develop the qualities of character which reflect so creditably upon you, your family and community and the Nation. Through faith in God and obeying His Ten Commandments, you will learn to abide by those man-made laws which are imposed for the protection and the betterment of all of us.

It takes strength and courage to be morally tough, to stand for principles which we all know are right, even when it may be unpopular to do so. The wholesome majority of the youth of this country have avoided the stigma of crime. They, indeed, merit congratulations and encouragement. Regrettably, they must suffer the disgrace and shame brought on their age group by the small percentage of rebellious youth who flout lawful authority.

I hope the above remarks may be of assistance in your school project, and enclosed is some material containing additional information on this subject.

· Sincerely yours,

J. Edgar Hoover

Enclosures (8) (Listed on page 3.....)

Letter to	Mr.	

Enclosures:
Juvenile Judge Answers Questions on Delinquency
The Rectangular Screen and Delinquency
Youth in Crime
Counterattack on Juvenile Delinquency
You Can Help Stop Juvenile Crime
What Can We Do About "Delinquency"?
The Role of the Sunday School
Warning to U. S. Teen-Agers

ť	Memorandum	0	Tolson Belmont Moby Contaction Contact DeLoach Evans
	FROM: M. A. Jones	DATE: June 12, 1961	Malone
S	DATED 6-6-61		Ъ6 Ъ7С
W	who is on our mailing lift of the June, 1961, issue of the Nation Inadvertently his last name was spelled. Tolson's office and the letter was survey to set up a list of people on the receive copies of this magazine controster of such recipients was set up Correspondents' List. This roster, designated for receipt of this magazine to SA Charles E. Moore of the Publication of the Publication of the spelling correct. In view of assisted in typing up the list, it is now ho was responsible for the misspellingsmuch as I have the responsibility for this instance is mine. RECOMMENDATION:	but it was detected as transmitted corrected. In a proper special Correspondents' List was aining the feature article on the Hafter going through the entire Special together with other lists of individual properties at a special correspondents. Was cations Unit who was handling the special Correspondents' List list furnished to SA Moore had call the fact that various clerical entire to the fact that various clerical entire to the original roster. According to the mailing list project, the special to the Administrative Division in view of the over-all responsi	ed in reliminary who should BI, a ecial iduals furnished project. contained aptioned cords b7c iployees ine ordingly, responsibility
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JUN 15 1961

- File 28

UNITED STATES GOVERNMING Memorandum Tolson Belmont Callahan Contad DeLocat Evans Malone	2; 2; 1;
TO: MR. TOLSON 66 DATE: 6/14/61 Sullivan Tavel Trotter Tele. Room Gandy Gandy	
SUBJECT: NASHVILLE, TENNESSEE REQUEST FOR ARTICLE BY DIRECTOR	1 , 3 , 3 , 1 , 1 , 1 , 1 , 1 , 1 , 1 ,
Reference is made to Mr. Jones memorandum to Mr. DeLoach dated 6/9/61, captioned as above, explaining the delay in preparing a requested article for Mr. In Mr. Jones's memorandum he points out that the article, with the cover letter, bearing the date of Monday, 5/29/61, was time stamped into my office at 9:55 A. M. on Thursday, 5/25/61, and it was time stamped in Mr. Belmont's Office at 9:45 A. M. on Monday, 5/29/61. You asked for the reason for the delay in reviewing this article in my office.	
I recall receiving the article and I also recall that on Thursday, 5/25/61, like all Thursdays, we had an extremely heavy volume of signature mail which takes mup until 2:00 P. M. to clear out of my office. I go to lunch between 2:00 and 3:00 P. M. and I rarely, if ever, leave the office before 7:30 P. M. I recall setting the article aside from Thursday morning with a view to doing it later in the day and obviously something of an official nature interfered preventing my getting to it on Thursday. On Friday until 1:00 P. M. I was busy reviewing currently dated outgoing mail when again I set aside the article and got to it sometime Friday afternoon.	le .
Missing from Mr. Jones's memorandum is the patent fact that I initialed that I had read this article and cleared it on Friday, 5/26/61, the exact time I do not know, but apparently the article was held in the Routing Unit until Monday because it was not time stamped into Mr. Belmont's Office until after 9:00 A. M. on Monday, 15/29/61. On 5/29/61 it was read by Mr. Belmont, who suggested some changes and 7 routed it back to Mr. DeLoach. It was not received in Mr. DeLoach's Office until Wednesday, 5/31/61, because there was an intervening holiday on Tuesday, 5/30/61.	the state of the s
I do not think the article was union office for an undue-length of time and as I pointed out to Mr. DeLoach, I think that Mr. Jones, as well as Mr. DeLoach, failed to properly schedule this article for clearance giving sufficient time for review at the Seat of Government and in order to reach the editor before the promised deadline. The Crime Research Section had this article three months and certainly it should have been prepared and ready for clearance from the Bureau more than a week before the promised deadline. As I believe Messrs. Jones and DeLoach can do a better job of	Č.
Scheduling these matters and allowing more time for review, they should, as indicated in the attached memorandum, both be censured. Enclosure of the standard	U_

June 16, 1961

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

Under date of June 6, 1961, an outgoing letter was prepared in which an error was detected. It was subsequently determined that this error was due to an inaccuracy in records over which you have the over-all supervision.

In view of the above, it will be incumbent upon you to insure that accurate records are maintained so that it will not again be necessary to bring such matters to your attention.

HNB:jic

1 - Crime Records Division Personnel File Very truly yours,

J. Edgar Hoover

Based on memo M.A. Jone to De Loach, 6-12-61, MAJ: jo

John Edgar Hoover Director

JIL

Mr. DeLoach (Personal Attention)

MAILED 25
JUN 1 © 1961
COMM-FBI

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UNITED STATES GOVENT

TO

:Mr. DeLoach

FROM

M. A.Cal

SUBJECT: ERROR PROGRAM

\Box

DATE: October 4, 1961

21/2 Minny

During the past nine months, I have been responsible for ten non-substantive errors in outgoing correspondence approved by me.

RECOMMENDATION:

That this matter be réferred to the Administrative Division for appropriate action.

1 - Mr. Callahan

MAJ:njs (3)

Letter of construction of the C-146

67- 109 106 - 368
Searched Numbered 55

1 OCT 9 1961



Q

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

I certify that I have redelyed the following Government property for official use:

returned

Key to rooms 4229, 4234, 7541, 4235, 4237, 4239 w

4234 4231₄

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO-NOT-MARK-OR-WRITE-ON-IT-OR MUTILATE IT IN ANYWAY.

7 OLF 5 1001

3-M
PER Male
Very truly yours,

(Written Signature)

(Typed Milton A. Jones

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

August 14, 1961

I certify that I have received the following Government property for official use:

Xethooex

key to Room 4260

and returned

Key to Room 42321

FILE 3-M

Very truly yours,

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ONIT OR MUTILATE IT IN

NEW-NOT RECORDED

67 AUG 18 1961

(Written Mitton and Dree)

(Typed Milton A. Jones

52

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

<u>8-11-61</u>

I certify that I have received the following Government property for official use:

KEYS TO ROOMS 4706 V 4704, 4262, 4260, 4258

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ONIT OR MUTILATE IT IN

Very truly yours,

(Written

(Typed

Milton A







UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No. WASHINGTON 25, D. C.

Date # /7/4 /

AUG 11 1961

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

RE: SA MIL TON. A JONES

(Type or print plainly)

Dear Sit:

Name

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Relationship

Address Drul	amandale	va_
The following person is designated as my beneficiary under beneficiary of agents killed in the line of duty, other than travel accide		1500 death benefit to
Name Jamie M. Jacon	Relationship	Date /7/61
Address 6911 Olfrie Dine	Anianda	ele veg
67-NOT RECORDED 7 SEP 13 1961	Very truly yours,	a Jour
	Special Agent	(/

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ټر Standard Form 89 (Rev. Aug. 1950)
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REPORT OF MEDICAL HISTOR

CIRCULAR A-24 THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS AST NAME-FIRST NAME-MIDDLE NAME 2-6RADE AND COMPONENT OR POSITION Jones Wumber, street or RFD, city or town, zone and State) 6. DATE OF EXAMINATION PURPOSE OF EXAMINATION anu 8 RACE Z-SEX 9. TOTAL YRS. GOVT, SERVICE 10. DEPARTMENT, AGENCY, OR SERVICE 11. ORGANIZATION UNIT MILITARY CIVILIAN m 12, DATE OF BIRTH 13. PLACE OF BIRTH 14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN -24 ーしろ 15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS 16. OTHER INFORMATION 17 STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists) ery food 19 MAS ANY BLOOD RELATION (Parent, brother, sister, other)
OR HUSBAND OR WIFE-18 AMILY HISTORY AGE AT DEATH RELATION(S) YES" (Check each item) RELATION AGE STATE OF HEALTH IF DEAD, CAUSE OF DEATH NO FATHER HAD TUBERCULOSIS ı MOTHER HÁD SYPHILIS 91 HAD DIABETES SPOUSE HAD CANCER 50 HAD KIDNEY TROUBLE BROTHERS H6 HAD HEART TROUBLE AND HAD STOMACH TROUBLE SISTERS HAD RHEUMATISM (Arthritis, HAD ASTHMA, HAY FEVER. CHILDREN HIVES HAD EPILEPSY (Fits) COMMITTED SUICIDE REEN INSANE 20 HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item) (Check each item) YESINO (Check each item) (Check each item) ES NO (Check each item) YES NO YES NO TUMOR, GROWTH, CYST, CANCER "TRICK" OR LOCKED KNEE GOITER SCARLET FEVER, ERYSIPELAS FOOT TROUBLE RUPTURE DIPHTHERIA TUBERCULOSIS SOAKING SWEATS (Night sweats NEURITIS APPENDICITIS PHEUMATIC FEVER PARALYSIS (Inc. infantile) PILES OR RECTAL DISEASE SWOLLEN OR PAINFUL JOINTS ASTHMA FREQUENT OR PAINFUL URINATION EPILEPSY OR FITS SHORTNESS OF BREATH MUMPS CAR, TRAIN, SEA, OR AIR SICKNESS PAIN OR PRESSURE IN CHEST KIDNEY STONE OR BLOOD IN URINE WHOOPING COUGH FREQUENT TROUBLE SLEEPING SUGAR OR ALBUMIN IN URINE FREQUENT OR SEVERE HEADACHE CHRONIC COUGH FREQUENT OR TERRIFYING NIGHTMARES DIZZINESS OR FAINTING SPELLS PALPITATION OR POUNDING HEART BOILS DEPRESSION OR EXCESSIVE WORRY EYE TROUBLE HIGH OR LOW BLOOD PRESSURE VENEREAL DISEASE RECENT GAIN OR LOSS OF WEIGHT LOSS OF MEMORY OR AMNESIA CRAMPS IN YOUR LEGS EAR. NOSE OR THROAT TROUBLE BED WETTING ARTHRITIS OR RHEUMATISM **ÁUNNING EARS** FREQUENT INDIGESTION NERVOUS TROUBLE OF ANY SORT BONE, JOINT, OR OTHER DEFORMITY CHRONIC OR FREQUENT COLDS Stomach, Liver or intestinal trouble ANY DRUG OR NARCOTIC HABIT LAMENESS SEVERE TOOTH OR GUM TROUBLE GALL BLADDER TROUBLE OR GALL STONES EXCESSIVE DRINKING HABIT JAUNDICE COSS OF ARM, LEG, FINGER, OR TOE SINUSITIS ANY REACTION TO SERUM, DRUG OR HOMOSEXUAL TENDENCIES HAY FEVER PAINFUL OR "TRICK" SHOULDER OR ELBOW B. COMPLETE THE FOLLOWING: 22. FEMALES ONLY! A. HAVE YOU EVER-MAVE YOU EVER (Check each item) AGE AT ONSET OF MENSTRUATION ATTEMPTED SUICIDE BEEN PREGNANT WORN GLASSES INTERVAL BETWEEN PERIODS WORN AN ARTIFICIAL EYE BEEN A SLEEP WALKER HAD A VAGINAL DISCHARGE LIVED WITH ANYONE WHO HAD TUBERCULOSIS DURATION OF PERIODS WORN HEARING AIDS BEEN TREATED FOR A FEMALE DISORDER DATE OF LAST PERIOD STUTTERED OR STAMMERED COUGHED UP BLOOD HAD PAINFUL MENSTRUATION QUANTITY: NORMAL DEXCESSIVE SCANTY BLED EXCESSIVELY AFTER INJURY OR TOOTH EXTRACTION HAD IRREGULAR MENSTRUATION WORN A BRACE OR BACK SUPPORT 26. ARE YOU (Check one) 23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS? 24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS? 25. WHAT IS YOUR USUAL OCCUPATION? LEFT HANDED RIGHT HANDED

67-109/06-367 ENCLOSURE

77. HAVE YOU BEEN UNABLE TO HOLD A 208 BECAUSE OF. A. SUNGHIVETY TO GENOLOGY, DUTT, SONIGHT, T.C. B. IMMULTY TO RESIDIO CERTAIN POTIONS C. INSULITY TO ASSUUR CERTAIN POTIONS D. OFFICE MICHAEL SCHOOL CERTAIN POTIONS 35. HAVE YOU DEEN WORKED WITH ADDIACTIVE SUB- 25. HAVE YOU DEEN ERROR DEED CONTROL LEES IN THE SECRET OF HAVE A STATE OF THE SECRET OF HAVE A STATE OF THE SECRET OF THE SECRET OF HAVE A STATE OF THE SECRET OF THE SECRET OF HAVE A STATE OF THE SECRET OF HAVE A STATE OF THE SECRET OF THE SECRET OF HAVE A STATE OF THE SECRET OF HAVE A STATE OF THE SECRET OF THE	7. HAVE YOU EXECUTED THE SHORE AND SECURISCIP. A. SUBSTITUTE TO ELEMENT SHORE CERTAIN SOTTONS C. INSULED THE WORKED WITH AND SHORE SECURISCIP. D. OPEN MALE SHORE SHO		/		
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WHYSICIANS, HEALER, OR OTHER PRACTIONERS WHISH TICK PAST STARS II If yes, give com- and details of doctor, hospital, clinic, and the service because of Physicia, methate, or other REASONS; (If yes, give date, reason, and type of disolate, whether honorable, autitability, onorable, for undiness or un- unitability, and year year and the service promote, autitability, and the proposed of	PHYSICIANS, HEALER, OR OTHER PRACTITIONERS WITHIN THE PAST SYARSK (If yes, give complete address of decior, hospital, clinic, and decial) 36. HAVE YOU EVER BEEN REJECTED FOR HILITARY SERVICE BECAUSE OF PHYSICIAL MENTAL, OR OTHER THAN MINOR COLDS (If yes, which illnesses) 37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICIAL MENTAL, OR OTHER PROSECUTION 38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF HIVSICAL MENTAL, OR OTHER PROSECUTION 39. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE OF MY SE			THAN THOSE ALREADY NOTED? (If yes, specify	typhous t
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Attachment to Standard Form 88, Report of Medical Examination For Information and Guidance of Medical Examiner

Manager of Paragraphics	JONES	MILTON	A.
Name of Examinee _ (Type or print)	Last	1 First	Middle
The following portion	ons of the attached examina	ation report form need not b	e completed:
	2	62	
•	3	65	
	4	67	
	- 9	68	
	11	69	
	14	72	
	17	76	
46. Is necessary un	nless facilities for affordir	ng same are not readily ava	ilable.
48. Not required un	nless examinee is over 35 y	years of age or examination	indicates such is
desirable.	4		
49. Is necessary u	nless facilities for affordin	g same are not readily ava	ilable.
673		ad whenever negatible	
/i. Audiometer exc	rminations should be afford	led whenever possible.	
	w	! A A !!	1
For All Examinees,	Whether Clerical or Specie	al Agent Applicants or Emp	noyees:
The medical examiner s	should answer the following ques	stion:	
m	Tie mat annulitied	for strenuous physical exe	rtion
Examinee [TIS LIS not qualified	for sitendous physical exe	rí1011.
To be Answered in	the Case of All Male Empl	oyees and Male Applicants	:
1. Does examinee tactics and dang	have any defects restrictin gerous assignments which	g or prohibiting his partici might entail the practical u	pation in defensive se of firearms?
☑No □Y	'es If "yes" please spec	rify defects.	
	and too broads about	<u>-</u>	
	<u></u>		
2. Does examinee	have any defects. prohibiting	ng safe operation of motor v	rehicles?
	Yes If "yes" please spec	cify defects.	
		· .•	
If examinee has		e wear corrective glasses	while operating a motor
vehicle?	Yes No		
8	10 11	106-369	
	6/-/09	100-0W/	
	INCLOST	لتلاندر	

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5′ 4″	117 - 125	123 - 135	131 - 148
5′ 5″	120 - 129	126 - 139	134 - 152
5′ 6″	124 - 133 ,	130 - 143	138 - 157
5′ 7″	128 - 137	134 - 148	143 - 162
5'8"	132 - 141	138 - 152	147 - 166
5'9"	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180
6′	148 - 158	154 - 171	164 - 185
6′ 1″	152 - 163	158 - 176	169 - 190
6′ 2″	156 - 167	163 - 181	174 - 195
6' 3"	160 - 171	168 - 186	178 - 200
6' 4"	.169 - 180	178 - 196	. 188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

3.	Examinee's frame is small medium	large
4.	Considering above weight table, the examinee's fran I consider his present weight Satisfactory	ne, and other individual physical characteristics, Excessive Deficient
5.	Under proper medical supervision, examinee should	lose pounds
		gainpounds
Re	marks:	

25 Q 6 / (Date)

T. M.C. CLSN

October 6, 1961 PERSONAL

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

During the past several months errors were detected in a number of outgoing communications which had been approved by you. It is essential that Bureau correcpondence be entirely free of error and these repeated mistakes on your part indicate that you were careleds.

Henceforth, you will be expected to discharge your responsibilities with a greater degree of alertness and thoroughness so that it will not again be necessary to criticize you in this manner.

HNB:sas

Very truly yours,

1 - Mr. DeLoach (Personal Attention) J. Edgar Hoover

1 - Crime Records Division

Personnel File

John Edgar Hoover Director

Based on memo M. A. Jones to Mr. De Loach 10/4/61, MAJ:njs.

MAILED 20 UST 6 - 1961

February 6, 1962

PERSONAL

Dear Mr. Jones:

I note that you are celebrating your Twenty-third Anniversary with the FBI and I do want to add my congratulations and best wishes to those you will be receiving on this occasion. I am proud to number you among my associates and I hope that this day and all those that follow will be as rewarding as those that have passed.

With every good wish,

Sincerely,

J. EDGAR HOOVER

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

SENT FROM D. O.
TIME 8.40 PM
DATE 2-6-62
BY ROLL

Tolson
Belmont
Mohr
Caliahan
Conrad
DeLoach
Evans
Malone
Rosen
Sullivan
Tavel
Trottef
Tele Room

Ingram

REC-142

1 FEB 6 1962

JEH: eh
Anniversay 2-6 (Tuesday)

MAIL BOOM TELETYRE UNIT

	1. Agency o		. S. DEPT.		γA.		1 *	 124	2. Payroll period) '	3. Block No		4, Slip No.
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	10. Remarks: 11. Appropriation(s) 12. Prepared by 13. Audited by												
١		Periodic ste	p-increase Pay adjust	ment Other st	ep-increase	,						<u>-</u>	*
	V	14. Effective date 12-10-61	increase	16. Old solory rate \$15,515	rate		ormance rai	ling is satisfo	actory or better.	or other auth	entication).		, k
1	<i>إ</i>	19. LWOP date during follo Period(3): Call No (xc):	(Fill in appropriate spaces wing periods): LWOP: Total excess LWC	PINA -	1		1 1 1 1	11	heck opplicab In pay statu	le box in case s at end of w		, 	_Initials of Clerk
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3/06

February 6, 1962

Mr. Belmont
Mr. Mohr
Mr. Callahan
Mr. Conrad
Mr. DeLocch
Mr. Evans
Mr. Malone
Mr. Roson
Mr. Súllivan
Mr. Tavel
Hr. Trotter
Tele. Room
Mr. Ingram
Miss Gandy

Mr. Tolson

Mr. John Edgar Hoover
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

It was a real pleasure to receive your note of February 6th concerning my 23rd Anniversary with the FBI. I know of no occupation which could have been more satisfying or pleasant over the years than working for the Bureau under your guidance. It is my sincere hope that the Bureau can continue under your leadership for many years to come.

Sincerely,

Milton A. Jones

Markan.

Searched Nubered 1962

FEB 6 7 1-25

1 FEB 1 6 1962

فتسدر		
FD-185	(Rev. 6-20-57)	

FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

	UNITED STATES DEP	PARTMENT OF JUSTICE FORMANCE RATING	the sul
		12)	olary of s
	REPORT OF PERI	FORMANCE RATING	
	Λ	A.	
N (F)	MILTON A. JONES		
Name of Employee:			
	(Division)	on Crime Research S (Section,	Unit)
Official Position Ti	tle: Special Agent - C	Chief, Crime Research	Section
		o /oo /oo	٠,
Rating Period: from	4/1/61	to103/31/62	
ADJECTIVE RATING	G: EXCELLENT	ellent, Satisfactory, Unsatisfactory	Employee's Initials
	Outstanding, Dive	,	1290
		3	
P (-11	C. D. DeLoach	Assistant Directo	o r
Rated by:	Signature	Title	Date
Reviewed by:	•		
	Signature	Title	Date
Rating Approved by	Oallabar Signature	Assistant Director Title	
(Signature	Title	Date
		F REPORT EC-136 67- 109 /	2020
	(x) Official	Wea Administrative	Numbered 37
•	(X) Annual	() 60; PayAp	R 23 1962
	•	() Transfer	21/19
		` ` ` ` "	from Service 21'
APR 30 196	2	() Special	738

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION.

UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

APR 27 1000

1-42-88-4 medden -289

OFORMANCE RATING GOE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A.	Jones	Title Special Agent
	. 40	Rating Period: from $\frac{4/1/61}{100}$ to $\frac{3/31/62}{100}$
	RATING GUIDE A	
Note: Only those items having pertinent be Rate items as follows:	earing on employee's performance	e should be rated. All employees in same salary grade should be compared;
Satisfactory (good or very good). Unsatisfactory.	4	•
O No opportunity to appraise performance Guide for determining adjective rating:	e during rating period.	
1. "Outstanding" adjective rating requires (A) the reverse of Form FD-185.		(B) that each and every rated element be factually justified by narrative detail on
 "Excellent," "Satisfactory" or "Unsatisfactory mechanical formulas; however, for an employ guide and check-list and must be rated," Exc adjective rating is reasonable in the light of el A. Any element rated "Unsatisfactory" must 	cellent" or "Outstanding" on the nements rated. It be supported by narrative comme	on the composite result of evaluating all rated elements rather than following any st not be rated unsatisfactory on any performance evaluation factors on the rating pajority of such rating factors. Good judgment must be exercised to insure that ints. """ """ """ """ "" "" "" ""
-		100000000000000000000000000000000000000
(1) Personal appearance. (2) Personality and effectiveness of his (3) Attitude (including dependability, centhusiasm, amenability and will work load).	cooperativeness, loyalty,	(17) Firearms ability. (18) Development of informants and sources of information. (19) Reporting ability: (a) Investigative reports
(4) Physical fitness (including health, e	nergy, stamina).	(b) Summary reports (c) Memos, letters, wires
(5) Resourcefulness and ingenuity. (6) Forcefulness and aggressiveness as	required.	(Consider: ± conciseness; ± clarity; ± organization; ± thoroughness; ± accuracy; ± adequacy and perti-
(7) Judgment, including common sense conclusions, ability to define objections	ectives.	nency of leads; # administrative detail.) (20) Performance as a witness.
(8) Initiative and the taking of appropring responsibility.		(21) Executive ability:
(9) Planning ability and its application (10) Accuracy and attention to pertinen	to the work.	(a) Leadership (b) Ability to handle personnel (c) Planning
(11) Industry, including energetic, consi	stent application to duties.	(d) Making decisions (e) Assignment of work
and rate of progress on or comple consider adherence to deadline	letion of assignments. Also	# (f) Training subordinates # (g) Devising procedures
attributable to causes beyond en (13) Knowledge of duties, instructions,	nployee's control.	(h) Emotional stability (i) Promoting high morale
cluding readiness of comprehen application.	sion and "know how" of	(i) Getting results (22) Ability on raids and dangerous assignments:
(14) Technical or mechanical skills. (15) Investigative ability and results:		(a) As leader (b) As participant
(a) Internal security cases	.*	+ (23) Organizational interest, such as making of suggestions for improvement.
(b) Criminal or general investig	ative cases	(24) Ability to work under pressure. (25) Miscellaneous. Specify and rate:
(d) Applicant cases (e) Accounting cases		Dictation ability
(16) Physical surveillance ability.		
tor, etc.): Section Chie	ig most of rating period (such as if - Crime Resear	security, criminal, applicant squad, or as Resident Agent, supervisor, instruc- Ch Section
		· · · · · · · · · · · · · · · · · · ·
B. Specify employee's most noteworthy special Desk Man	talents (such as investigator, desl	k man, research, instructor, speaker):
C. (1) Is employee available for general assign (2) Is employee available for special assign	ment wherever needs of service rement wherever needs of service re	require? YES (If answer is not "yes," explain in narrative comments.) equire? YES (If answer is not "yes," explain in narrative comments.)
for illness) during rating period than the narrative comments.)	e amount of sick leave earned du	2. Has employee used more sick leave (including annual leave or LWOP uring such period? <u>NO</u> (If answer to either question is "Yes," explain in
E. Is employee qualified to operate a motor ve If answer is "yes," personnel file mu physically fit to drive. (c) Past safe dr	hicle incidental to his official duti st reflect the following: (a) Has iving record OK or has passed Bu	valid State or local operator's license for type, vehicle he is to use. (b) Is ureau road test.
ADJECTIVE RATING:	CELLENT	EMPLOYEE'S INITIALS
Unistandu	ng, Excellent, Satisfactory, Unsat	IISIACIOIV

April 18, 1962

MILTON A. JONES

Special Agent - Section Chief Crime Research Section Crime Records Division

PART I GENERAL COMMENTS:

Mr. Jones is a Section Chief of long standing. He makes an outstanding personal appearance. He has a keen analytical mind. His ability to work under pressure in an industrious, conscientious and loyal manner is admirable. His men respect him. He is firm and insistent upon good discipline, however, is very fair minded in dealing with personnel. In addition, this Agent himself is amenable to discipline and extends absolute cooperation. He has had only 8 hours of sick leave since the last rating period.

Mr. Jones has received two letters of censure during the rating period. The first was for an error in an outgoing letter. The second concerned the review of 10 outgoing communications over a period of several months. Considering the tremendous volume of communications reviewed by this Section Chief, this dereliction is considered to be minor indeed. It is a pleasure to work with this Section Chief. He has an excellent sense of timing and his enthusiasm pays dividends in the promotion of suggestions, ideas and high morale of the personnel under his supervision.

This Section Chief is definitely entitled to a rating of "Excellent."

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PART II SPECIFIC COMMENTS

1. Justification for Any Minus Ratings Given

N. A.

10

2. Experience and Ability as Inspector's Aide

Mr. Jones is qualified as an Inspector's Aide; however, due to the necessity of his having to remain constantly on his current assignment, he has not been utilized on any inspections during the rating period.

3. Participation in Informant Programs

N.A.

4. Testifying Experience and Ability

NA.

5. Disciplinary Action

Mr. Jones has received two letters of censure during the rating period.

6. Accounting Information

N.A.

7. Police Instruction

Mr. Jones appears before In-Service Seminars and is fully capable of speaking before and lecturing to police groups at any time.

8. Sound Training

N.A.

9. Resident Agents

N.A:

10. Foreign Language Ability

N. A.

ann

11. Administrative Advancement

Is Agent (a) interested in (Yes XNo), (b) completely available for (Yes X No), and (c) considered completely qualified at present for administrative advancement including experience, ability, personality, and appearance? (Yes X No). (d) If answer to (c) is "Yes," would you consider his qualifications very good , excellent X , outstanding .

(e) If answer to (c) is "No," does he have potential for future administrative advancement? (Yes No).

ym

D-2574 (Rev. 12-9-57)

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

March 14, 1962 I certify that I have received the following Government property for official use: Room Rays 4237:

4238(2); 4232; 5348; 5348;

washer key 4th flow Justice. 201

3736- assegned to Fulton

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

Very truly yours

Signature)

(Typed

Signature)

Milton A. Jones

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

March 12, 1962

I certify that I have received the following Government property for official use:

returned

Keys to Rooms

Ath Floor Master Key 2

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. ITH ONIT OR MUTILATE IT IN

Very truly yours,

Signature)

(Typed

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

March 12,1962

I certify that I have received the following Government property for official use: returned

Noom Key 4260

READ

The Government property which you hereby acknowledge is charged to you and you are a sinsible for taking care of it and returning it when has been completed. DO NOT MARK OR WRITE TO MUTILATE IT IN

Very truly yours,

(Written

(Typed

FD-253 (Rev. 3-28-60)







UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

WASHINGTON 25, D. C.

Date

MAR 21 1962

Director

Federal Bureau of Investigation United States Department of Justice Washington, D. C.

RE: SA MILTON A. JONES

(Type or print plainly)

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name .	Herationship	Date
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Address	*	. •
6911 Olpine Prul. On	nandale va	·
The following person is designated as my beneficiar	······································	viding \$1500 death benefit to
beneficiary of agents killed in the line of duty, other than trave		sammy Assoc months policing to
Name,	Relationship'	Date
James In Jones	reifo	3/7/622
Address		7///
601/ Olfine Prul	amandale	· Va.
	Very truly yours	
136)"		- () Zlav
CET MOI	May Ota	R. Land
MAN SUPPLIE	Chall broad	00/1000
	Special Agent	<i>,V</i>
		. •

Relationship

June 14, 1962 PERSONAL

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

MAIL ROOM TELETYPE UNIT

Holmes

I want to commend you for your valuable and skillful services in connection with the preparation of a television program concerning the FBI which is to be shown in the fall.

You were very effective in assisting in making arrangements for shooting sequences at the Seat of Government and, in addition, your thoroughness and diligence in participating in the review of a great deal of material relative to the production were of the highest caliber. I am indeed appreciative of your splendid contributions to this project.

6d Sincerely yours. MAILED. 5 J. Edgar Hoover JUNI ~ 1962 1 - Mr. DeLoach (Personal Attention) COMM-FLA Re: "FBI Code 98." 1 - Miss (Sent Direct) (5) 67-109106 Belmor Mohr Based on memo DeLoach to Mohr, 6-12-62, and addendum Callahan Conrad Administrative Division 6-13-62. Malone Rosen Tavel Trotter . Tele. Room

Name:

MILTON A. JONES

Title: SPECIAL AGENT

EOD:

2-6-39

Grade: GS-16, \$15,775

NON-VETERAN

John S

ASSISTANT DIRECTOR C. D. DE LOACH:

Mr. Jones is serving as the Section Chief of the Crime Research Section of the Crime Records Division and he has served in this capacity since 1944. Mr. Jones is a very hard worker and is able to operate under a great deal of pressure. He is a firm disciplinarian and he operates smoothly as an administrator. His wealth of experience makes him a definite plus value to this Division and he is able to pass this experience and knowledge on to those whom he administers. He presents an excellent appearance, is amenable to discipline and has a very good attitude towards his work and associates. Since the last inspection, he has been censured twice, once in regard to a mistake on a mailing list card and the other time as the result of review errors over a seven-month period. Ten nonsubstantive errors were detected in that period. No letters of commendation.

Rating: Excellent

INSPECTOR J. K. PONDER: (CB; wmj 5/29/62)

Inspector concurs with the comments of Mr. DeLoach. Mr. Jones has occupied his present position of Section Chief for a

number of years. Close observation of Mr. Jones and his supervision of operations under his control disclosed he is exceptionally knowledgeable and extendely capable. His extended experience is reflected in his ability to allocate, control and firmly supervise an unusual diversity of assignments and responsibilities. Mr. Jones not only displays an enthusiasm to discharge his responsibilities in a thoroughly capable fashion but influences his subordinates to the extent that they uniformly emulate his attitude. Mr. Jones is a completely loyal employee who desires and is available for administrative advancement. His weight is within the desirable limits and it is the Inspector's opinion that Mr. Jones has good potential for administrative advancement.

CRIME RECORDS DIVISION INSPECTION 5-25-62 CDD:geg

67-NOT RECORDED
2 JUN 12 1962

R-94



Q

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

5=1-62

I certify that I have received the following Government property for official use:

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Fourth Floor Master Key√

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The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK-OR-WRITE-ONIT OR MUTILATE IT IN ANY WAY.

2 NUV 15 136142

FILE 3-M

Very truly yours, PER Char

(Written Signature)

ordiname) :

(Typed Signature) Milton A. Jones

PAST SAFE DRIVING RECORD CERTIFICATION

	NAME OF OPERATOR (PRINT - LAST, FIRST, MIDDLE INITIAL)	, ,	DATE
	JONES MILTON A.		5-1-62
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	Or Rec Div Crime Research Lection	Speed	goent_
	THIS IS TO CERTIFY THAT I PRESENTLY HOLD DO NOT HOLD A DRIVER'S LICENSE.	VALID MOTOR VEHICLE OPERATOR'S	PERMIT OR
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BY OPERATOR	POSSESSION, DISTRICT) Stold of Va.	4 A 469509	1-31-64
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	* "AT FAULT" MEANS ANY CASE IN WHICH RESPONSIBILITY 15 CONCEDED BY EMPLOYEE OR HIS INSURANCE COMPANY	ullon atom	مبسيد
	OR LIABILITY IS FIXED BY DULY CONSTITUTED AUTHORITY.	SIGNATURE OF OPERATOR	4
	NAME OF REVIEWING OFFICIAL (PRINT - LAST, FIRST, MIDDLE INITIAL C. D. DeLoach	Assistant Director	MAY 1 0 1962
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₩	OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING THE PAST CONTINUOUS SAFE DRIVING RECORD INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT FAULT ** I CERTIFY THAT THIS EMPLOYEE IS: QUALIFIED ON THE BASIS OF HIS SAFE DRIVING RECORD TO OFFICIAL BUSINESS. NOT QUALIFIED AND MUST DEMONSTRATE HIS QUALIFICATIONS A ROAD TEST EXAMINATION BEFORE OPERATING A MOTOR VEHICLE.	OPERATE MOTOR VEHICLES ON By Satisfactorily passing	
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^ ,5	UNITED STATES GOVERNMENT
7	Memorandum Contad
	TO: Mr. Mohr DATE: 6-12-62 Sullivan Tavel Trotter Tele. Room
	FROM: C. D. DeLoach
in the second	SUBJECT: "FBI CODE 98" WARNER BROTHERS TV SPECTACULAR! Jones, Milton
56621.	This morning, it was our privilege to present for the Director and Mr. Tolson the Bureau's television spectacular, "FBI Code 98." This production is literally spectacular in presenting the FBI dramatically and interestingly to the public view, and in its story line and character portrayals should rate among the best television fare of the year. It will be presented on a nationwide basis on television this fall.
- 45 M	A great measure of the outstanding success of this television film is due to the personal finesse and outstanding ability of Inspector Edward C. Kemper who represented the Bureau's interest in the making and production. There is attached hereto a recommended incentive award for Inspector Kemper for his splendid contributions to this success story.
FILED	In addition to Kemper, Special Agents M.A. Jones, and of the Crime Research Section contributed to an extent which merits commendation.
ORIGINAL	Mr. Jones, Section Chief of the Crime Research Section, afforded valuable advice and assistance in connection with the arrangements for shooting at the Seat of Government and in regard to the voluminous and comprehensive file review project necessary in relation to the proposed members of the cast of the production.
	connected with the shooting of script sequences in Washington, D.C., in connection of with "lining up" appropriate personnel for use in the filming, and in selecting and obtaining accurate and needed "props" in this phase of the production. In this respect, warner Brothers producer, and warner Brothers Warner Brothers producer, and Warner Brothers
	The extremely heavy volume of name checks required under very close deadlines for this project was handled by the Special Productions Unit of the Crime Research Section under the supervision of Unit Chief and with the
	Enclosure & 6-15-62 (25) JUN 19.19623 1/4 X 1868 2
^	1 - Mr. Callahan CDD:kmd JUL 3 1962 REC-132UN 24 1962ched Number St. Number S

b6 DeLoach to Mohr Memo b7C RE: "FBI CODE 98" While the production was assistance of SAs and being made in Hollywood, daily teletype requests for name checks were made to the Crime Research Section and required answers on the next day. This responsibility was discharged in an outstanding manner by these three supervisors whose efforts assisted greatly in the accurate and prompt production. RECOMMENDATIONS: (1) That the attached incentive award in the amount of \$500 be approved for Inspector Edward C. Kemper for his outstanding contributions to the Bureaus television spectacular, "FBI Code 98." b6 b7C (2) That Special Agents M.A. Jones, be commended for their contributions to the Bureau's television spectacular, "FBI Code 98."

ADDENDUM ADMINISTRATIVE DIVISION RRB:bjb 6-13-62

Information submitted by Crime Records Division clearly reflects Inspector Kemper did an outstanding job in handling the many facets of this undertaking and his services warrant special recognition.

BUREAU RECORD

EOD 8-25-41; GS-16, \$15,515. Services generally satisfactory and during past 3 years has been commended 15 times and censured 4. Completely available; overtime for past 6 months satisfactory and rated Excellent on 1962 annual performance rating.

PERMANENT BRIEF OF HIS PERSONNEL FILE IS ATTACHED

Based upon approved tables utilized to determine amount of award to be granted, Inspector Kemper's services are considered to be of moderate value and general application to the work of the Bureau, thus entitling him to an award of \$300 - \$500.

With respect to fine work performed by Section Chief Jones, and SAs $^{\mathrm{b6}}_{\mathrm{b70}}$ it is felt each should be commended.

RECOMMENDATIONS:

1) That Inspector Edward C. <u>Kemper</u> be afforded an incentive award in the amount of \$500 00. (Amount in line with awards previously granted for similar performances.)

2) That Milton A. Jones, [

each be commended by letter.

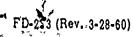
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UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

WASHINGTON 25, D. C.

JUL 3 0 1962

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

RE: SA MILTON A JONES

(Type or print plainly)

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Pamie M. Joues	Relationship	Date 7/24/6 2
Address Dive Sine In	randale 22	
The following person is designated as my beneficiary u beneficiary of agents killed in the line of duty, other than travel ac		iding \$1500 death benefit to
Pame n. Jouls	Relationship Lufl	Date 7/24/62
Address 6911 alfrie ferrie	grnane	lalida
767-NOT RECORDED AUG 28 1962	Very truly yours, Special Agent	afones 3. P

Standard Form 88 (Rev. June 1956) Bureau of the Budget FPORT OF MEDICAL	EXAMINATION S	
CITCULAS A-32 (Rev.) OST NAME—FIRST NAME—MIDDLE NAME	GRADE AND COMPONENT OR POSITION	1. IDENTIFICATION NO.
JONES MILTON ANKERS	SPURPOSE OF EXAMINATION	SEBATE OF EXAMINATION
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1-241-	-73	ne	au	le	OL.	lle, Ky											
15. EXAMINING	FACILITY	OR EXAMINE	R, AND A	DDR	ESS				16. 01	HER INF	ORMATIO	N					
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FAMILY HIS	TORY									19 HA	S ANY BL	OOD RELATIO	N (Pare	nt, brothe	r, sister, other)	
RELATION	AGE	STATI	E OF HEA	LTH		IF DEAD, CAUSE OF DEATH			GE AT	YES	HUSBAN NO	OOR WIFE	eac	h i	em)	RELATION(S)	
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AND	41	7	<u>-0-0-</u>	Q	·			_					HAD HEART TROUBLE		use	<u>_e_</u>	
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20 HAVE YOU E	VER HAD	OR HAVE YOU	U NOW (1	Place	e chec	k at left of each item)										 	
YES NO	(Check	each item	1)	YES	NO	(Check each item)	YES	S NC		(Check	each i	tem)	YES	NO	, ((Check each item)	
4 SCARI	LET FEVE	R. ERYSIPELA	s			GOITER		1-	TUMO	R, GROW	TH, CYS	r. CANCER		1	"TRICK" OR LOCKED KNEE		
a DIPH1						TUBERCULOSIS		1	RUPTI	IRE					FOOT TE		
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ـــاليالي		AINFUL JOIN	rs	_		ASTHMA	.	_	ــــــــــــــــــــــــــــــــــــــ		AL DISE		<u> </u>	1	/	51S (Inc. infantile)	
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		AINTING SPE		-	0	CHRONIC COUGH PALPITATION OR POUNDING HEART	-	+	BOILS	OK ALB	OMIN IN	OKINE	_	7		OR TERRIFYING NIGHTM	
	ROUBLE	VIII III 2 2 C	<u></u>	-		HIGH OR LOW BLOOD PRESSURE		+		EAL DISI	ASF		-	7	/	SION OR EXCESSIVE W	~
		THROAT TRO	UBLE	-		CRAMPS IN YOUR LEGS	-	1			~	OF WEIGHT	-	7	<u> </u>	MEMORY OR AMNESI	
	ING EARS			-		FREQUENT INDIGESTION	-	1	- -		RHEUMA			1	BED WE	TING	
CHRO	NIC OR F	REQUENT COL	LDS	-	7	STOMACH, LIVER OR INTESTINAL TROUBLE	-	1	BONE,	JOINT, O	R OTHER	DEFORMITY	-	7	NERVOU	S TROUBLE OF ANY S	ORT
SEVE	RE TOOTH	OR GUM TR	OUBLE		17	GALL BLADDER TROUBLE OR GALL STONES	1	1	LAME	IESS		····		1	ANY DRI	JG OR NARCOTIC HAB	aT.
SINUS	ITIS				7	JAUNDICE		0	10050	F ARM, I	EG, FING	ER, OR TOE		7	EXCESSI	VE DRINKING HABIT	
C HAY F	EVER				1	ANY REACTION TO SERUM, DRUG OR MEDICINE		1	PAINFU	L OR "TRI	K"SHOUL	DER OR ELBOW		1	HOMOSE	XUAL TENDENCIES	
21 HAVE YOU E	VER (CI	ieck each i	tem)				22	. FE	MALES O	NLY: A. I	TAVE YOU	J EVER-	В,	сом	PLETE TH	E FOLLOWING:	
WORK	GLASSE	S .			14	ATTEMPTED SUICIDE			BEEN	PREGNAN	ır		L			ONSET OF MENSTRUA	
V WORK	AN ART	IFICIAL EYE		ا	14	BEEN A SLEEP WALKER		L	HAD A	VAGINA	L DISCHA	RGE	L		 	L BETWEEN PERIODS	
	HEARING			_	1	LIVED WITH ANYONE WHO HAD TUBERCULOSIS	1	1				LE DISORDER	_			ON OF PERIODS	
		STAMMERE		_	11	COUGHED UP BLOOD	_	_			MENSTRU		<u> </u>			LAST PERIOD	f
		E CR BACK		-	1/3	BLED EXCESSIVELY AFTER INJURY OR TOOTH EXTRACTION	13,	1	'			RUATION	QU			RHAL EXCESSIVE [SCANTY
23. HOW MANY . PAST THREE	YEARS?	E YOU HAD II	it jnt	۱"	HEL	AT IS THE LONGEST PERIOD YOU D ANY OF THESE JOBS?	"	, W	that is y	JUR 050	AL 0000	: ATIVIT		۱۰۰	RIGHT	_	OED

YES	NO	CHECK EACH ITEM YES OR NO. EV	VERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
		27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF:	
		A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.	•
		B. INABILITY TO PERFORM CERTAIN MOTIONS	
<i>,</i>	V	C. INABILITY TO ASSUME CERTAIN POSITIONS	
	V	D. OTHER MEDICAL REASONS (If yes, give reasons)	4
	V	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUB-	
	~	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)	· ·
	~	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)	· G
	1	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)	
,	1	32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE. ANY OPERATIONS? (If yes, describe and give age at which occurred)	
	<u>ب</u>	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATOR. IUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)	and the plant
1		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)	chaber Pay and Eyphard fever (1933)
	V.	35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS. PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST S YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)	
æ	~	THAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)	
-	<i>\</i>	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL MENTAL OR OTHER REASONS? (If yes, give date and reason for rejection)	
	. 0	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL MENTAL OR OTHER REASONS? (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or unsuitability)	
	V	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)	
I AU	THORIZE	HAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPP	LIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. DABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES
		ED NAME OF EXAMINEE	SIGNATURE
. ΔΔ	111	TONA JONES	W my Ota
40, PHYS	ICIAN'S		hysician shall comment on all positive answers in items 20 thru 39)
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TF300-	10° 1.20	TO NAME OF DIVIDIGAL	Fig. RUMBER OF ATTACHED
ייירים פ	n PRINT	TED NAME OF PHYSICIAN OR EXAMINE TO THE DATE	SufetS- (F)
	<u> </u>	₩. 1.0/.¢	2/62
	•	/	TING OF FICE: 1959-0-527655

Attachment to Standard Form 88, Report of Medical Examination For Information and Guidance of Medical Examiner

Name of Examinee	JONES	MILTO	N 1	AN KER
(Type or print)	Last	First	, A	Middle
The following portions	of the attached exami	nation report form need	i not be comple	eted:
2	_	14	68	×
3	- -	17	69	
4		62	72	~/
9		65	76	mar V
11		67	- w	701.
46. Is necessary unles	s facilities for afford	ing same are not readi	ly available.	
48. Not required unless desirable.	s examinee is over 35	years of age or exami	nation indicate	es such is
49. Is necessary unles	s facilities for afford	ing same are not readil	ly available.	
accepted if the hea	cial Agents. Applica	ints for the Special Age 15 decibel average in e	ent position wi	ll not be
For All Examinees, Wh	ether Clerical or Spec	ial Agent Applicants o	r Employees:	3
The medical examiner shoul	d answer the following qu	estion:		
Examinee ii	s is not qualified	d for strehudus physico	al exertion.	
	-	s '		. ~3
To be Answered in the	Case of All Male Em	oloyees and Male Appli	icants: -	
Does examinee have tactics and dangero		ing or prohibiting his p n might entail the pract		
No DYes	If "yes" please sp	ecify defects.		
2. Does examinee have	any defects prohibit	ing safe operation of m	notor, vehicles?	-
No Yes	If "yes" please sp	ecify defects.		
If examinee has def vehicle? Yes	ective vision, should No	he wear, corrective gla	sses while ope	erating a motor

67-1091-6-375

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	' Large Frame
5′ 4″	117 - 125	123 - 135	131"- 148
5′ 5″	120 - 129	126 - 139	134 - 152
5'.6"	124 - 133	130 - 143	138 - 157
5′ 7″	128 - 137	134 - 148	143 - 162
5'8"	132 - 141	138 - 152	147 - 166
5' 9"	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	. 160 - 180
6′	148 - 158	154 - 171	164 - 185 ~
6' 1"	152 - 163	158 - 176	169 - 190 cp
6′ 2″	156 - 167	163 - 181	174 - 195 H
6' 3"	160 - 171,	168 - 186	174 - 195 2 178 - 200 2
6' 4"	169 - 180	178 - 196	188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

3.	Examinee's frame is small medium	large	•
4.	Considering above weight table, the examinee's frame I consider his present weight A Satisfactory	ne, and other individual physical characteristics, Excessive Deficient	,
5.	Under proper medical supervision, examinee should	losepounds	1. (
			b6 b7C
Re	marks:		
 ,			
•	TE CONTRACTOR OF THE CONTRACTO	Signature of Medical Examiner)	

6 - 6 V
(Date)

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HECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

September 19, 1962

I certify that I have received the following Government property for official use:

Copy # 11 of Training Document # 63, "Investigation of Sex Crimes, Volume I"

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO_NOT_MARK_OR_WRITE_ONIT OR MUTILATE IT IN

3-M

Very truly yours,

PER MAN

(Written

Signature)

(Typed

Signature)

A. Vonés

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RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

8-13-62

I certify that I have received the following Government property for official use:

Monograph of "FBI Research and Writing"

60 H Copy 20

FILE 3-M

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOTHWARK OR WRITE OMIT OR MUTILATE IT IN ANY WAY. 6 AUG 28 1962

PER LOAD

Very truly yours,

(Written

Signature)

(Typed

Signature)

Milton A. Jones

February 6, 1963

PERSONAL

Dear Mr. Jones:

FEB 3

MAIL ROOM TELETYPE UNIT

Tavel ____ Trotter ___ Tele. Room It gives me a great deal of pleasure to extend my congratulations and best wishes to you on your Twenty-fourth Anniversary in the FBI. Throughout the years you have displayed your loyalty and dedication to the service, which I appreciate very much, and I hope the Bureau will have the benefit of your services for many years to come.

With best regards,

Sincerely,

J. EDGAR HOCVER

·		Mr. Milton A. Jones Federal Bureau of In	vestigation.			_
<u> </u>	<u>.</u> .	Washington, D. C.	167-10	910	6-314	**
	- •	REC-137	Death	E8 6	SENT FRO	M D. 0.
		Anniversary - 2/6 -		LU	SENT	001
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(c	14. Effective date 12-9-62	15. Date las lent inco	t equiva-	16. Old solo rate 17,00	tate		Performance (rating is satisfa	ctory or better.	Ma	Mication)	
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(Field Office or Division) Och Rec. Ru

(Date) 11-28-62

Director Federal Bureau of Investigation United States Department of Justice Washington, D. C.

Dear Sir:

In continuing my employment in the Federal Bureau of Investigation, United States Department of Justice, I hereby agree that I will be governed by the following provisions.

- 1. That the strictly confidential character of any and all information secured by me or coming to my attention in connection, directly or indirectly, with my work as an employee of this Bureau, or the work of other employees of which I may become cognizant, is fully understood by me; and that neither during my tenure of service with the Federal Bureau of Investigation, nor at any time, will I violate this confidence nor will I divulge any information of any kind or character whatsoever that may become known to me to persons not officially entitled thereto, recognizing applicability to me of penalty provisions in case of any violation by me.
- 2. That information referred to in Item 1 above includes but is by no means limited to information in the interests of the defense of the United States marked "Top Secret," "Secret," or "Confidential," and that Department of Justice regulations provide specifically for penalty applicable to me for any violation of Executive Order 10501, the basic authority for safeguarding such information, as follows: "Any officer or employee who violates any provision of Executive Order No. 10501, as amended, or of these regulations shall be subject to appropriate disciplinary action. Prompt and stringent administrative action shall be taken against any officer or employee, determined to have been knowingly responsible for any release or disclosure of classified defense information or material except in the manner authorized by these regulations. Whenever a violation of criminal statutes may be involved in a deliberate unauthorized release or disclosure of classified defense information, criminal prosecution, in an appropriate case, shall also be instituted."

I, further certify that the conditions specified herein are agreeable to me, and that I continue as an employee of the Federal Bureau of Investigation with a full knowledge of the conditions above set forth.

Very truly yours,

(Signature and Title of osition)

Speanalapur

67-NOT RECORDED 46

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UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

OCT 1 1962

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

RE: SA MILTON A. JONES

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10; payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

	i + .	•	
Name (primary beneficiary)		Relationship	Date
Famile, m.	ed. a-	714 Do.	9/26/62
Address			
6911 Qlane 1	Prine P	mandale	Va. b7c
Name Icani		Relationel	Date
			9/26/62
Harris			17,507.6
6911 Olhue	Demo	Runauda	es va
The following person is design	ated as my beneficiar	v under the Chas. S. Boss Fund r	
beneficiary of agents killed in the line	of duty, other than tre	avel accidents.	-
Name (primary beneficiary)		Relationship	- Date
Francisco M	۸ ، با	1117	l" '- 4
Address	, acces	- I ouga	19/26/62
1011000) Q	a Aan	2 2 a_ b6
Name (continue)	<u>~~~~</u>	Omandell	b7(
Name (continue)	<u>)a)</u>	Relationship	Date 9/26/62
£			1 7/26/62
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7 OCT 26 1962	1	Special Age	<u></u>
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Mr. Tolson. Belmont Conrad Mr. DeLoach. Mr. Evans Mr. Gale. Mr. Rosen. Mr. Sullivan. Mr. Tavel... February 6, 1963 be Mr. Trotter. Tele. Room. Miss Miss Gandy Honorable John Edgar Hoover Federal Bureau of Investigation Washington, D. C.

Dear Mr. Hoover:

I have your note of February 6th and appreciate a great deal your congratulations on my Twenty-fourth Anniversary with the FBI.

Joining the FBI was first mentioned to me years ago by one of my college professors who expressed the belief that two years with the organization would give a young lawyer some "fine experience." Though the two years have now stretched to twenty-four, the time has gone by exceedingly fast primarily because of the privilege of working with an organization which has accomplished so much under your fine leadership. We all hope that it will be our good fortune to serve under you for many years to come.

Sincerely yours,

M. A. Jones

SECTION CHIEF - CRIME RESERRCH SECTION

Searched.

CRIME RECORPS DIVISION

REC-146

3 00 TH 53

1 OFEB 25 1963

FEB 14 1963

FEB 6 1963 UNITED STATES GOVERNMENT Memorandum

b6

Tolson Belmont Mont Callahan Contad

DeLoach. Evans. Malone _ Rosen .

b7C

TO

Mr. DeLoach

DATE: March 5, 1963

Sullivan . Tavel . Trotter Tele. Room

FROM

SUBJECT:

ERROR PROGRAM

Milton A. Sones War.

3 the current During the current error period starting July 8, 1962, I have been charged with 10 review errors.

RECOMMENDATION:

That this matter be referred to the Administrative Division for appropriate attention.

1 - Mr. Callahan

8 MAR 8 1963

MAJ:jo Q (3)

60:Day 4 APR 11 1963

() Transfer (). Separation from Service

() Special



REPORT OF PERFORMANCE RATING

Name of Employee:	MILTON A. JON	ES .	
		•	1
Where Assigned:	Crime Records Division	Crime Research Secti	on
Mucro i fooiBuerra	(Division)	(Section, Unit)	
Official Position To	_{itle:} Special Agent - Chief,	Crime Research Section	on
Rating Period: from	4/1/62	to3/31/63	
ADJECTIVE RATING	EXCELLENT Outstanding, Excellent	, Satisfactory, Unsatisfactory	Employee's Initials
Rated by:	C. D. DeLoach Signature	Assistant Director Title	H), J63 Date
Reviewed by:	·	Title	Date
Rating Approved by	Signature Signature	Assistant Director Title	APR-26 1963 Date
	TYPE OF R		

1 MAY 11963

(x) Official

(X) Annual



The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION.

UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

3721.75

FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A. Jones	Title Special Agent
	Rating Period: from 4/1/62 to 3/31/63
	RATING GUIDE AND CHECK-LIST
Note: Only those items having pertinent bearing on e Rate items as follows:	mployee's performance should be rated. All employees in same salary grade should be compared. f special commendation).
No opportunity to appraise performance during ra	ating period.
Guide for determining adjective rating:	
1. "Outstanding" adjective rating requires (A) that all rated	elements be "+" and (B) that each and every rated element be factually justified by narrative detail on
2. "Excellent," "Satisfactory" or "Unsatisfactory" adjective mechanical formulas; however, for an employee to be raiguide and check-list and must be rated. "Excellent" or "adjective rating is reasonable in the light of elements rate A. Any element rated "Unsatisfactory" must be support	ratings will depend upon the composite result of evaluating all rated elements rather than following any ted "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating 'Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that ed,
(1) Personal appearance.	
(2) Personality and effectiveness of his personal c (3) Attitude (including dependability, cooperatives enthusiasm, amenability and willingness to work load).	ontacts O (18) Development of informants and sources of information. Less, loyalty, equitably share (19) Reporting ability: (19) Investigative reports
(4) Physical fitness (including health, energy, stan	nina), (b) Summary reports (c) Memos, letters, wires
(5) Resourcefulness and ingenuity.	(Consider Econciseness; ± clarity; ± organization;
(6) Forcefulness and aggressiveness as required. (7) Judgment, including common sense, ability to	+ thoroughness; + accuracy; + adequacy and perti-
conclusions, ability to define objectives.	(a) P
(8) Initiative and the taking of appropriate action responsibility.	(21) Executive ability:
(9) Planning ability and its application to the work (10) Accuracy and attention to pertinent detail.	(b) Ability to handle personnel
(11) Industry, including energetic, consistent applic	(c) Planning (d) Making decisions
(12) Productivity, including amount of acceptable	work produced ———— (e) Assignment of work
and rate of progress on or completion of as	signments. Also (1) Training subordinates
consider adherence to deadlines unless fa attributable to causes beyond employee's co	ontrol. ——— (h) Emotional stability
(13) Knowledge of duties, instructions, rules and	regulations, in-
cluding readiness of comprehension and 'application.	know how" of (22) Ability on raids and dangerous assignments:
(14) Technical or mechanical skills.	(a) As leader
(15) Investigative ability and results:	(23) Organizational interest, such as making of suggestions for
(a) Internal security cases	improvement.
(b) Criminal or general investigative cases(c) Fugitive cases	(24); Ability to work under pressure.
(d) Applicant cases	(25) Miscellaneous. Specify and rate:
(e) Accounting cases	Dictation ability
(16) Physical surveillance ability.	
A. Specify general nature of assignment during most of tor, etc.): Section Chief, Crin	rating period (such as security criminal, applicant squad, or as Resident Agent, supervisor, instructed Research Section
B. Specify employee's most noteworthy special talents (su Desk Man	ch as investigator, desk man, research, instructor, speaker):
C. (1) Is employee available for general assignment when (2) Is employee available for special assignment when	rever needs of service require? YES (If answer is not "yes," explain in narrative comments.) ever needs of service require? YES (If answer is not "yes," explain in narrative comments.)
D. 1. Has employee had an abnormal sick leave record defor illness) during rating period than the amount of narrative comments.)	uring rating period? <u>no</u> 2. Has employee used more sick leave (including annual leave or LWOP of sick leave earned during such period? <u>no</u> (If answer to either question is "Yes," explain in
E. Is employee qualified to operate a motor vehicle incid if answer is "yes," personnel file must reflect to physically fit to drive. (c) Past safe driving recor	d OK or has passed Bureau road test.
ADJECTIVE RATING: EXCELLE Outstanding, Excelle	NT EMPLOYEE'S INITIALS 29 9

April 9, 1963

MILTON A. JONES

Special Agent - Section Chief Crime Research Section Crime Records Division

PART I - GENERAL COMMENTS:

Mr. Jones is a Section Chief of long standing. His personal appearance is outstanding in every respect. He works hard. He has a keen analytical mind and the pressure which he is constantly confronted with does not bother him. He serves in an industrious, conscientious and quiet manner. I have noted on many occasions that his employees thoroughly respect him. This Section Chief is amenable to discipline and extends absolute cooperation. He has had seven hours of sick leave during this rating period.

Mr. Jones has received only one letter of censure during this rating period. He was censured for failing to detect errors in outgoing correspondence in ten communications. Considering the tremendous volume of mail he daily reviews, this dereliction is considered to be minor indeed. The Director commended this Section Chief by letter dated June 14, 1962, for his effectiveness in making arrangements, and the thoroughness and diligence he portrayed in handling assignments in connection with the preparation of a television program concerning the FBI.

It is a pleasure to work with this Section Chief. His constant interest in promoting the welfare of the Bureau, his hard work and many sacrifices to carry on the work of the Division certainly reflect an excellent sense of enthusiasm and discipline on his part.

This Section Chief is definitely entitled to the rating of "Excellent."

-23 B. 8

SPECIFIC COMMENTS

Justification for Any Minus Ratings Given

N. A.

Experience and Ability as Inspector's Aide

Mr. Jones is qualified as an Inspector's Aide; however, due to the necessity of his having to remain constantly on his current assignment, he has not been utilized on any inspections during the rating period.

Participation in Informant Programs

N. A.

Testifying Experience and Ability 4.

N. A.

Disciplinary Action

As indicated in Part I, Mr. Jones received one letter of censure during. the rating period.

Accounting Information 6.

N. A.

. 7. Police Instruction

> Mr. Jones appears before In-Service Seminars and is fully capable: of speaking before and lecturing to police groups at any time.

8. Sound Training

N. A.

9. Resident Agents

N. A.

10. Foreign Language Ability m 48

11. Administrative Advancement

Is Agent (a) interested in (Yes X No), (b) completely
available for (Yes X No), and (c) considered completely
qualified at present for administrative advancement including
experience, ability, personality, and appearance? (Yes X
No). (d) If answer to (c) is "Yes," would you consider his
qualifications very good, excellent X_, outstanding
(e) If answer to (c) is "No," does he have potential for
future administrative advancement? (Yes No.).

20



UNITED STATES DEPARTMENT OF JUSTICE FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI, who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund-for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO TH	E BUREAU	,
Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SAMILTON A. JONES	3-18-63	Crue Records
The following person is designated as my beneficiary for Special	Agents Insurance F	und:
Name (primary beneficiary; use given first name if female)		Relationship
Address Price Price	annaud	
Name Leavis in the same if	fomale)	b7C
Address		
6911 Open Prine	Quio	dole, Va
The following person is designated as my beneficiary and beneficiary of agents killed in the line of duty, other than travel	ler the Chas. S. Ross accidents.	Fund providing \$1500 death benefit to
Name (primary beneficiary; use given first name if female)	e e e e e e e e e e e e e e e e e e e	Relationship b6
Address 6911 Olfre a Fried O	Pomar	dae Va
Name if	female)	- J. Baltin
6911 Olfent Print	Runa	udale la.
	Very trul	y yours,
Payment Received Special Agents Insurance Fund	m	the same of
APR 1 1963	Special A	agent .
J. Edgar Hoover, Director	,	
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8 AFR 10 1353		☆

ALCO INC.

March 7, 1963

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

During the past several months you have on a number of occasions failed to detect errors in outgoing correspondence which you reviewed and approved. These failures indicate the necessity on your part of exercising greater care in reviewing such mail.

Accordingly, you should make every effort in the future to eliminate mistakes in correspondence so that there will be no further occasion to call such matters to your attention.

Very truly yours,

J. Edgar Hoover

MAR 7 1963

John Edgar Hoover

COMM FEL

Director

1-Mr. DeLoach (Personal Attention)
1-Crime/Records Division Personnel File

Tolson &FC Based on memo, M. A. Jones to Mr. DeLoach, 3/5/63, MAJ:jo

Callahan
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331. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details) 32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE. ANY OPERATIONS? (If yes, describe and give age at which occurred) 33. HAVE YOU EVER BEEN APAIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATOR (UMI (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic) 34. HAVE YOU EVER HEAD ANY ILLESS OR INJURY OTHER THAN THOSE ALREADY NOTED! (If yes, specify when, where, and give details) 35. HAVE YOU CONSULTEED REEN TREATED BY CLINICS. PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS! (If yes, give complete address of doctor, hospital, clinic, and details) 36. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REJSONS! (If yes, give date and reason for rejection) 37. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REJSONS! (If yes, give date and reason for rejection) 38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER SERVICE WHETHER HONORABLE, other than honorable, for unfitness or unsuitability) 39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR GO DO YOU INTEND TO REPET FOR PENDING, HOR COMPENSION OR CERTIFIED IS ABLUE. 10. CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE, OTHER SERVICE BECAUSE OF THE SERVICE BECAUSE OF THE SERVICE SE	
ANY OPERATIONS! (If yes, describe and give age at which occurred) 33. HAVE YOU EVER BEEN A PATIENT (Committed or INDIRECT COMMINITY) IN A MERTAL HOSPITAL OR SMATOR INDIRECT COMMINITY). IN A MERTAL HOSPITAL OR SMATOR INDIRECT COMMINITY IN THE ART STATEMENT HOSE ALREADY NOTED! (If yes, specify when, where, why, and hospital or clinic) 34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED! (If yes, specify when, where, and give details) 35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS. PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS! (If yes, give complete address of doctor, hospital, clinic, and details) 36. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICIAL MENTAL OR OTHER REASONS! (If yes, give date and reason for rejection) 38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICIAL MENTAL OR OTHER REASONS! (If yes, give date and reason for rejection) 38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICIAL MENTAL OR OTHER RESONS! (If yes, give date and reason for rejection) 39. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICIAL MENTAL OR OTHER RESONS! (If yes, give date and reason for rejection) 39. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICIAL MENTAL OR OTHER RESONS! (If yes, give date and reason for rejection) 39. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICIAL MENTAL OR OTHER RESONS! (If yes, give date and reason for rejection) 10. HEALTH AND THE BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF THE BEEN OR THE BEEN	
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ED OR PRINTED NAME OF EXAMINEE	FOR PURPOSES
MILION FIURERS JONES PROCESSIONED	1
PHYSICIAN S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 20 thru 39)	
PHISICIAN 5 SUMMANT AND ELABORATION OF ALL FERTINGIA, DATA (Engineering shall continued on all positive afisacis in acino 20 in a 35)	
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PED OR PRINTED NAME OF PHYSICIAN OR EXAMINER DATE SIGNATURE CAPT, MC UC	<u>"</u> "
U.S. GOVERNMENT HANTING OFFICE OF	F ATTACHED T

111 ...

Attachment to Standard Form 88, Report of Medical Examination For Information and Guidance of Medical Examiner

Name of Examinee	JONES,	MILTON	ANKERS
(Type or print)	* Last	First	Middle
The following portions of	the attached examination	report form need not be	completed:
2	14	68	
3	17	69	
• 4	62 65	72 76	
		·	
46. Is necessary unless	facilities for affording sa	me are not readily avai	lable.
48. Not required unless desirable.	examinee is over 35 years	of age or examination	indicates such is
49. Is necessary unless	facilities for affording sai	me are not readily avail	āble.
applicants and Spec accepted if the hear	tions should be afforded wild Agents. Applicants for ing loss exceeds a 15 dec ge (500, 1000, 2000 cycles	r the Special Agent pos ibel average in each ea	ition will not be
For All Examinees, When	ther Clerical or Special Ag	ent Applicants or Empl	oyees:
The medical examiner should	answer the following question:		1
Examinee Lis	is not qualified for s	trenuous physical exer	tion.
To be Answered in the C	Case of All Male Employee	s and Male Applicants:	
	any defects restricting or s assignments which might		
□ No □ Yes	If "yes" please specify d	efects.	
2. Does examinee have	any defects prohibiting sa	feroperation of motor ve	ehicles?
No Yes	If "yes" please specify d	efects.	<u> </u>
test at least 20:/40.ir examinee wear correc	otor vehicles, Civil Servic none eye and 20/100 in the tive glasses while operation based on a factor other th	è other, corrected or un ing a motor vehicle?	corrected. Should Yes No
	t		

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5' 4"	117 - 125	123 - 135	131 - 148
5′ 5″	120 - 129	126 - 139	134 - 152
5′ 6″	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - 162
5'8"	132 - 141	138 - 152	147 - 166
5′ 9″	136 - 146	. 142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180 · · · · =
6'	148 - 158	154 - 171	164 - 1852
6' 1"	152 - 163	158 - 176	169 - 1900
6' 2"	,ì56 - 167	163 - 181	
6' 3"	160 - 171	168 - 186	174 - 195
6' 4"	169 - 180	178 - 196	نې . 188 - 210۰
6′ 5″	174 - 185	182 - 202	192 - 216

3.	Examinee's frame is small medium	large .
4.	Considering above weight table, the examinee's framinee's framework and consider his present weight.	ne, and other individual physical characteristics Deficient
5.	Under proper medical supervision, examinee should	losepounds
		gainpounds
Re	marks:	

of Medical Danier)

Capt, Ma USA

b6 **-**b7c

(Date)



RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

May 22, 1963.

I certify that I have received the following Government property for official use:

Copy # of Training Guide #2, "Guidelines for Instructors at SOG"

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ONIT OR MUTILATE IT IN ANY WAY.

Very truly yours, CB

PER

Multur affine

67-NOT WECOKDED

Milton A. VJones

Name:

MILTON A. STONES

Title: SPECIAL AGENT

EOD:

2-6-39

Grade: GS-16, \$17,500

NON-VETERAN

NOT ON PROBATION

ASSISTANT DIRECTOR C. D. DE LOACH:

Mr. Jones is the Section Chief of Crime Research Section. He has served in this capacity since 1944. He is a hard, conscientious worker. He has good ability to operate under pressure. He demands and receives respect in the capacity of a firm disciplinarian. This man has a vast wealth of experience which proves of great value to the fast operation of this division. He presents an outstanding appearance, is amenable to discipline and has a very good attitude towards his work. Since the last inspection, he has been censured once for failing to detect errors in outgoing correspondence in ten communications. Considering the tremendous volume of mail he daily reviews, this dereliction is considered to be minor indeed. He was commended by the Director by letter dated June 14, 1962, for his great assistance in the FBI television program, "FBI Code 98." It is a pleasure to work with this Section Chief.

Rating: Excellent

ASSISTANT DIRECTOR J. H. GALE: HEH (H. E. Hoxie ejw

4/24/63)

Inspector generally concurs with the observations of Mr. DeLoach. It was observed during the course

of the inspection that Mr. Jones maintains tight control of operations in the Crime Research Section. During interview, he stated that he had no personal or official problems. He indicated that he feels the functions of the Crime Research Section and the entire Crime Records Division are extremely important to the operations of the Bureau and he enjoys being a part of this operation.

Although completely available for any assignment, it is felt that Mr. Jones best serves the Bureau's interests in his present capacity.

CRIME RÉCORDS DIVISION INSPECTION

4-18-63

CDD:geg

67-NUL APR 29 1963

THE SE STIP STIP

Standard Form 88 (Rev. June 1956) Sureau of the Budgestanding Control of MEDICA	L EXAMINATION	
ACOURT A-32 (REV.) AST NAME—FIRST NAME—MIDDLE NAME	GRADE AND COMPONENT OR POSITION	3. IDENTIFICATION NO.
JONES, MILTON ANKERS	SPURPOSE OF EXAMINATION	DATE OF EXAMINATION
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)	ANNUAL	7-16-63
9. TOTAL YEARS GOVERNMENT SERVICE	10. AGENCY 11. ORGANIZATION	
MILITARY CIVILIAN	*	
DATE OF BIRTH (3) PLACE OF BIRTH	14. NAME, RELATIONSHIP, AND ADDRESS OF	NEXT OF KIN
-24-13 MONTICELLO, K.Y.		
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS	16. OTHER INFORMATION	•
\sim		
17. RATING OR SPECIALTY	TIME IN THIS CAPACITY (Total)	LAST SIX MONTHS
•	·	· '
CLINICAL EVALUATION NOTES. (Describe ev	ery abnormality in detail. Enter pertin	ent item number before each
NOR- (Check each item in appropriate col- ABNOR- comment.	Continue in item 73 and use additional	
18. HEAD, FACE, NECK, AND SCALP	<u> </u>	
18. HEAD, FACE, NECK, AND SCALP		
20. SINUSES		
21. MOUTH AND THROAT	Romal gittage". nye + Inter.	
22. EARS—GENERAL (Int. & ext. canals) (Auditory 23. EARS—GENERAL (Int. & ext. canals) (Auditory 24. EARS—GENERAL (Int. & ext. canals) (Auditory 25. EARS—GENERAL (Int. & ext. canals) (Auditory 26. EARS—GENERAL (Int. & ext. canals) (Auditory 27. EARS—GENERAL (Int. & ext. canals) (Auditory 28. EARS—GENERAL (Int. & ext. canals) (Auditory 29. EARS—GENERAL (Int. & ext. canals) (Auditory 29. EARS—GENERAL (Int. & ext. canals) (Auditory 20. EARS—GENERAL (Int. & ext. canals)	0	
23. DRUMS (Perforation)	www	
24. EYES—GENERAL (Visual acusty and refraction under stems 89, 60 and 67)	1	
25. OPHTHALMOSCOPIC	(Town	
26. PUPILS (Equality and reaction)	94	
27. OCULAR MOTILITY (Associated parallel more- ments, nystagmus)		
28. LUNGS AND CHEST (Include breasts)	4	
29. HEART (Thrust, size, rhythm, sounds)	- 1	
30. VASCULAR SYSTEM (Varicosities, etc.)	my + My m	
31. ABDOMEN AND VISCEBA (Include Actinia)	ď	
32. ANUS AND RECTUM (Hammer boids, fistulae)	•	
33. ENDOCRINE SYSTEM		
34. G-U SYSTEM	1 basing	
35. UPPER EXTREMITIES (Strength, range of motion)	lad from	
36. FEET		
37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	X	
38. SPINE, OTHER MUSCULOSKELETAL	67-109/	1/2 - SXW //
39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	CAA2 Seafched N	umbered %
40. SKIN, LYMPHATICS		15 STI X A A
41. NEUROLOGIC (Equilibrium tests under ilem 72)	3 AUG	7 1903)7 1/114/1
42. PSYCHIATRIC (Specify any personality deviation)	1	U.
43. PELVIC (Females only) (Check how done) INCLOSURI	D/1/V.	·
OVAGINAL ORECTAL VINOLOGICAL	(Continue in item 73)	-
44. DENTAL (Place appropriate symbols abore or below number of upper and lower teeth, resp	ecticely.)	AND ADDITIONAL DENTAL AND DISEASES
O-Restorable teeth X-Missing teeth	(6 X8)—Fixed bridge, brackets to include abutments	AND DISEASES
- Nonrestorable teeth XXX-Replaced by dentures		d'a la strans
R X 2 3 4 5 6 7 8 9 10 11 12	13 14 15 16 E	defects noted.
G 32 31 30 29 28 27 26 25 24 23 22 21	20 19 18 17 F	
' X	Хт	
LABORATORY F	RDINGS	
45. URINALYSIS: A. SPECIFIC GRAVITY 1.025	46. CHEST X-RAY (Place, date, film numb	er and [esult)
B. ALBUMIN D., MICROSCOPIC	15004-63 PAP	rejection of these
c. SUGAR Neg Neg	lissithin non	mol limits. The
47. SEROLOGY (Specify test used and result) 48. EKG 49. BLOOD TYPE AND R	H 50 OTHER TESTS	Λ :
FACTOR	Mostophreni	e angle to not
NEA. WAL	lincluded on I	w film.
14		0
	and X	-

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51. HEIGHT	52. WEIGHT	53. C	OLOR HA		54. COLO	R EYES		5. BUILD		7	1		1	56. TEMPE	RATURE
	190	4.	Bago	wn	301	P		\$ri	NDER -	☐ WEDI	υм҉∽	HEYAA' , 🕞 OI	BESE ·	198	1
57.	BLOOD PRESSURE (,		58.						Arm at heart level)			
A. SYS	RECUM-	šýs.	C. STAND	ING	·	A. SIT	TING	11.	AFTER I	EXERCISE	C. 2		RECUMBEN	E. AFTERS	
59.	S. 7 BENT DISTANT VISION	DIAS.	60. 4	n.) DIA		EFRACTI				<u> </u>	61.	133 44	NEAR VISIO	⇒[<u>.</u>	<u> </u>
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LEFT 20/ 20	CORR. TO 20		BY		S.			0)	:		30	-24 corr. To			lens
	RIA (Specify distance)	 					,				1/_4		······································	/	
ES°	EX*	R. H		L	. н.	I	PRISM D	NV.			A CON	i.	PC	PD	
63.	ACCOMMODATION		64. CO	LOR VISIO	n (Test u	sed and	result)		/./	65. DE	PTH P	ERCEPTION ed and score)	UNCORF	ECTED	
RIGHT	LEFT		<u> </u>	170 g	<u>e_/</u>	1990	<u> </u>	<u> </u>	8	\ \ <u>`</u>			CORREC	TED	
66. FIELD OF VIS	SION		67. NIG	SHT VISIO	N (Test u	ed and	score)	0.		68. RE	D LEN	S TEST	69. INT	RAOCULAR TEI	NOIS
70.	HEARING		71.			AL	JOIOMET	rer			- "- "-	72. PSYCHOLOGIC	AL AND PSY	CHOMOTOR	
RIGHT WV	15/15 SV	15/15		250 256	500 818	1000	2000 l	3000 2895	4000 to 4096	6000	8000 8192	(Tests used a	na score)		
LEFT WV	1 2 /15 SV	1 4 /15	RIGHT							1.		*	Spring Street		
73. NOTES (Com	tinued) AND SIGNIFICA	NT OR INTERV	LEFT LL HISTO	RY	1_			<u> </u>				ı			
(Use additional sheets if necessary) 74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)															
75. RECOMMEN	DATIONS—FURTHER SPI	CIALIST EXAM	INATIONS	S INDICATI	ED (Speci	i(y)				······································		76. A.	PHYSICAL	PROFILE	
												P U	L	H E	S
77. EXAMINEE (A. S IS QUALIF B. S IS I		NA	14.	10				,	b6 b7			B. F	PHYSICAL C	ATEGORY	***********
	LIFIED. LIST DISQUALIF	YING DEFECTS	BY ITEM	NUMBER				,				^	В	С	E
79. TYPED OR P	RINTED NAME OF PHYSI	CIAN	_					SIG	1				1	7	
80 A TYPED OR P	RINTED NAME OF PHYS	ICIAN						SIG						J	
81. TYPED OR P	RINTED NAME OF DENT	ST OR PHYSICI	AN (Indi	icate whic	h)		~1	SIG	NATURE				<u></u>		
82. TYPED OR P	RINTED NAME OF REVIE	WING OFFICER	OR APPR	ROVING AU	THÔRITY		1.	SIG	NATURE	*			ध ध	NUMBER O	F AT- FA
-	*m		O								(U,S, GOVERNMEN	PRINTING O		-510365

			
A 15	OPTIONAL FORM NO. 10 MAY 1962 EDITION OSA GEN. REG. NO. 27 UNITED STATES GOVERNMENT	0	Tolson _ * * * Belmont Mohr,
	Memorandum		Carlehan Y Conrad DeLoach Evans
то :	Mr. DeLoach	DATE: 8-30-63	b6 Gale B7C Rosen Sullivan
FROM :	M A. Tones		Trotter Tele. Room
SUBJECT:	TRAVEL ITINERARY MEMO 8-27-63		\ ⁰⁰
	The memorandum concerning the Director's travel the heading "From: Director" a to have it amended to read "Director"	nd was returned from t	t month listed in
	Initially this mem Division for a word change and v Front Office by Clerk-Stenograp had "From: Director," was init M. A. Jones in the interest of m	her, 7 ialed for the dictator b	ne Research Section The retype, which y Section Chief
	RECOMMENDATION:	:	
	That this memora Division for appropriate action.	undum be referred to th	e Administrative
	Sety lensent Lent	·	_
•	MNB.'skd		

67- /

2 SEP 5 1000

ISEP 12 1963

WREC-138

MAJ:cmk
(4)

b6 b7C FD-253 (Rev. 3-21-63)





In Reply, Please Refer to File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative-Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of montes in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BO	TH COPIES TO THE	BUREAU	-	
Official Bureau Name (please type or print)		Date	Office of Assignment (or SOG Division)	
sa pullare a fo	ul	8/5/63	Prime Resora	de.
The following person is designated as my ben		Agents Insurance Fu		
Name (primary beneficiary; use given first na	me if female)		Relationship.	b6 b7c
Address 69/1 Olpines Dre	ue an	nand	ale va	 -
Namo	aivan first nama if f	emale)	Relationship	-
_	_	_		<u> </u>
Address				
6911 Other	e lire	ue. a	mandale 1/a	<u> </u>
The fellowing in the second of		. A. Olem C. D.	77	
beneficiary of agents killed in the line of duty	s my beneficiary unde v. other than travel c	er the Unas. S. Ross sccidents.	Fund providing \$1500 death benefit to	
	# #		- <u>-</u>	3 6
Name (primary beneficiary; use given first nat	ne if female)	<u> </u>	Relationship	—b6 . b7C
70 mm 23	Lone	-	arilo -	.D / C
Address		-		
6911 Olprine &	2rue	arma	udale 2a	
Name (contingent)			Relationship	4 4 4
· (J
Address	(1:) _A	<u></u>		
69/1 Older	Le Herr	re un	navdale va	
		Very truly	yours,	
₽.				+
		· · · · · · · · · · · · · · · · · · ·		= =
Payment Received - Special Agents Insurance Fund		- Du	ltan a Jone	
· · · · · · · · · · · · · · · · · · ·	-	Special A	gent	-
AUG 1 3 1963 😽	-	-	· · · · · · · · · · · · · · · · · · ·	
D			-	, "
J. Edgar Hoover, Director			, *	

و المحالية		
OPTIONAL FORM NO10	ئ	, make a
UNITED STATES GOVERNMENT		Tolson Belmont Mohr
Memorandum		CasperCallahan
112011001001000000000000000000000000000		DeLogeh
TO: Mr. DeLoach	DATE: 1-7-6	b6
Do		Sullivan
FROM : M. A. Jones	·	Trotter
O	\mathcal{O}	Gandy
subject: 25TH ANNIVERSARY	PHOTOGRAPH - M.A.	nes chief
	section.	₹
4		
children have been most anxio	e to request any special favores to have the whole family	
in connection with my 25th An	niversary which comes on]	February, 6th.
They consider themselves to		
this memento.		G T A
While I hate to	impose on the Director bec	ause of his heavy
schedule, I finally told my far		
date. The chief difficulty is t	he fact that two of my child	ren are out of town
at school and would not be her has a mid-semester break an		
if the Director's schedule per		
taken on this date and the dhe		
The new er of a	1:1.5	्व-चार्व
junior, Randolph-Macon Wom	ny children are as follows:	
worked four summers at Bure	au freshm	nan, Hampden-
Sydney College, Hampden-Syd	lney, Virginia, worked two	summers at the
Bureau; fres	hman, Annandale, Virginia	, High School.
If the Director	s schedule is such as to pe	rmit the picture.
any time on January 30th would	ld be satisfactory. If the ti	me, however, is not
material, it would be preferal		
since the younger son does no	i get out of school until 3:30	67- 109/06 - 382
RECOMMENDATION:	REC-135	Searched Pro Sared
m - t ti tt		. 10 JAN 9 1964 3
consideration and, if the Dire	er be referred to the Direct	
the picture on January 30th.	pe	at a time be set for
	b7C	· · · · · · · · · · · · · · · · · · ·
1 - Miss 1 - Mr. DeLoach	10 St. M. N	<u> </u>
1 - Mr. Callahan	30- 11-1	
		1 dam
MAJ:jol (5)	Y Now Man	3/10.
1AN 1 3 10 statute	, Aliman	**
Enclosure	See Addendum Administra	ative Division page 1a. (over)

Jet:

ADDENDUM ADMINIS'

ADMINISTRATIVE DIVISION

RRB:crt 1

1-7-64

Section Chief Jones completes twenty-five years of service on 2-6-64. As Chief of the Crime Research Section, Crime Records Division, he is in Grade GS 16, \$17,500. Since his Twentieth Anniversary on 2-6-59 he has been commended on eight occasions and censured on nine occasions, the last on 9-4-63. He was rated Excellent on his last performance report.

The Director may desire to personally present Mr. Jones' Twenty-five-Year Service Award letter and Key late in the day of January 30, 1964, as requested by Mr. Jones. A suggested letter is attached.

MB

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FD-281a (Rev. 7-9-62)



RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION. UNITED STATES DEPARTMENT OF JUSTICE

December 6, 1963

'I certify that I have received the following Government property for official use: returned

FBI Research and Writing

Bank Robbery

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ONIT OR MUTILATE IT IN ANY WAY GT

(Typed name) Milton A. Jones

Very truly yours,

(Signature)

DEC 13 1963



UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

WASHINGTON 25, D. C.

December 4, 1963

MEMORANDUM TO MR. TOLSON

MR BELMONT

MR. MOHR

MR. CASPER

MR. CALLAHAN

MR. CONRAD

MR. DE LOACH

MR. EVANS

MR. GALE

MR. ROSEN

MR. SULLIVAN

MA. TAVEL

MA. TROTTER

MIJS

RE: COMMENDATION, NOVEMBER 25, 1963

I want you to convey my sincere appreciation to the personnel in your division who so graciously volunteered to work on November 25, 1963, in connection with the emergency occasioned by the assassination of the President.

Their devotion to duty and obvious desire to be of assistance and to protect the best interests of the Bureau during this trying time were of the highest caliber and a credit to them. Please extend to all my sincere and heartfelt thanks.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover Director

DEC 5 12 43 PM 253

FILES & CONKING *TICKS

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4, 4, 4	÷/ -	
OFFICIAL EDEM NO. 30		Tolson
UNITED STATES GOVERNONT	O C	Belmont
Memorandum	10	Casper
TATELLIOLÖLLAMLI		Contad
,	po s	DeLoach
to : MR. CALLAHAN	DATE: November 7, 196	3 Gale
0	b 6	Sullivan Tayel
FROM : C. R. DAVIDSON	b7C	Trotter
FROM : OF THE BEING		Tolo. Room
	·	Gandy % %.
SUBJECT: CIVIL SERVICE COMMISSION PO	OSTATIDIT /	
INSPECTION OF BUREAU POSIT	TONS WAY	/
10 01 mrrn orrorr 11 1 co s s		
MILTON H.	Jones	
The close-out meeting concerning	\	old with the
three Civil Service Commission (CSC) inspect		
11-6-63, and the purpose of this memorandum		
as reported by them at the meeting. The audi		T object of
the audit who did not actively participate; Mrs		or of the
two-man participating team; and		lved interviews
with 16 Assistant Directors or Section Chiefs		
participation in, etc. the Bureau's position cla		
sampling of 93 position descriptions in the Position	sition Clarification Office (DCO) and
consultation thereon with PCO representatives	This position description	roview in
		b6
PCO was in lieu of heretofore usual on-site de	sk addits.	b7C
The review of the audit presented	The Mac Truck mod	complimentary
to the Bureau and she said it was a pleasure w	orkijig with bureau personii	galiko ond
them to inspect an organization where everyth	halm and aggistance random	od and the
efficient. They were most appreciative of the	here leaded into Paged on	the intentions
following summarizes her comments on what	ney looked into. Based on to	rition aladaifi
with officials, praise was high on how well inf	ormed management is on po	effortive
pation matters and extent to which position de	scriptions are utilized for e	ocido it chould
management. They were very much impresse	G with the officials. (As was	aside it should
be noted that in connection with briefing the of	ncials, they were very inte-	rontoro which
geooperative, and determined to carry off the i	nterview to the Bureau's au	vantage winch
they did (enclosure lists the officials.))	b7C	
Of the 93 positions sampled, the		2 on 40 of
	auditors had questions on 5	4 OII 40 OI na tha individual
which they desired to know basis for GS grade	This dictated our assigni	ng the marviousi
guestions to PCO Classifiers to work up the	sureau's position and presen	it same to the
appropriate auditor. All questions as to grad	e level were satisfactority i	resorved with
the auditors. Mrs. said it was obvious	is the Classifiers had sound	i knowledge of
CSC position classification standards, knew h	ow to apply them, were intu	matery familiar
with the positions involved and their scope and	l relationship to the organiz	ation
involved, and had a positive approach. She sa	id the quality of the present	tations and
² CRD::ccf ^c (13) Enclosure	•	
1 Tom Callaban I Win Casher 1 - M	r. Conrad	-7/ L.
1 - Mr. Dalosch 1 - Mr. Evans 1 - M	r. Gale	JIMD
1 Min Rosan #1 - Min Sullivan 1 - M	r. Tavel	
	.b6	OVER
1 - Mr. Trotter (11 - Miss	Ъ7C ^	- 4-
	ε	

Memorandum Davidson to Callahan RE: Civil Service Commission Postaudit Inspection of Bureau Positions 10-21 Through 11-1-63

b6 b70

i s	b7C
impressions conveyed by the Classifiers allowed Classifiers in areas where judgmental factors we desk audits were obviated. She said the Classifi written CSC report will show some changes such objectionable to the Bureau. Mrs. point stem from heretofore inappropriate titles and se thinking.	ere significant to the extent that on-site ers do "a real professional job." The as in title and series but none ted out the changes do not necessarily
they went morale seemed to be high and employed and expressed appreciation for tour of the Burea	u participated in by Assistant and and Roy H. Jevons; the tour at a artico y Graduation for which special and ivision. The three auditors agreed tings were as pleasant as this one.
RECOMMENDATIONS:	. b6 - b7c
who contributed so significantly to the success of presentations. They are PCO Clerical Supervise preparation of all presentations and sat in on all Assistant Supervisor, and Classifiers and	or who directed
2. That three PCO employees who sent individual letters for their contribution. T typing and clerical work which had to be done all They pitched right in and were definitely a part presentations. The three are	ong with regular work of the office.

Memorandum Davidson to Callahan RE: Civil Service Commission Postaudit Inspection of Bureau Positions 10-21 through 11-1-63

RECOMMENDATIONS: (Cont'd.)

3. That SA RVG. Hunsinger be commended and through him the remaining employees of PCO for the excellent product of their efforts over a sustained period of time which CSC auditors recognized. SA Hunsinger has directly supervised PCO and during the audit not only accompanied and guided the classifiers during presentations to CSC but also maintained close consultation with CSC representatives and Bureau officials to protect the Bureau's best interests.

4. That copies of this memorandum be placed in the personnel files of the 16 officials interviewed as shown on enclosure for their contribution.

That in view of the splendid relationship developed with the three auditors and their approach and the prospect that we will be calling upon then for advisory opinions on PCO matters in the future, they each be presented with a copy of "The FBI Story" autographed by the Director. If approved, the three books will be sent up b6 b7c Jene 1-19-63 separately for autographing.

ADDENDUM - NPC:jlk 1/11-8-63: I concur in the above recommendations, I also feel that Personnel Officer C. Re Davidson is also

deserving of commendation in connection with this audit in view of his closely following with the personnel involved during the course of same and his continuing close supervision regarding this as well as other matters under his direction. I, therefore, recommend he be also commended by letter.

OFFICIALS INTERVIEWED

IDENTIFICATION DIVISION Assistant Director C. Lester Trotter TRAINING DIVISION Assistant Director Joseph J. Casper ADMINISTRATIVE DIVISION Chief, Exhibits Section, Inspector Leo J. Gauthier FILES AND COMMUNICATIONS DIVISION Number One Man, Frank W. Waikart Chief, Communications Section, Louis'E. Wherry, Jr. DOMESTIC INTELLIGENCE DIVISION Chief, Internal Security Section, Fred J. Baumgardner b6 GENERAL INVESTIGATIVE DIVISION Chief, Criminal Section, Mr. Chief, Accounting and Fraud Section, Mr. Albert J. McGrath LABORATORY DIVISION Assistant Director Ivan W. Conrad Chief, Document Section, Mr. William D. Griffith Chief, Physics-Chemistry Section, Mr. Roy H. Jevons CRIME RECORDS DIVISION Assistant Director Cartha D. DeLoach Chief, Crime Research Section, Mr. Milton A. Jones

Chief, Employees Security and Special Inquiry Section, Mr. William V. Cleveland

SPECIAL INVESTIGATIVE DIVISION

Number One Man, Inspector H. Lynn Edwards

Chief, Fugitive Section, Mr.

INSPECTION DIVISION

Identity of employees in whose files copy of commendation letter directed to Special Agent R. G. Hunsinger dated 11-14-63 should be placed:

Based on classification work	b6 b7C	Based on clerical work	b6 b7C
	-		-
		· ·	

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

9-9-63

I certify that I have received the following Government property for official use:

Alternate Parking Permit, Space 66, North Court, Internal Revenue

Returned

Alternate Parking Permit, Space 69, 11th. Street Court.

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO-NOT-MARK-OR-WRITE-ON IT OR MUTILATE IT IN

5 NOV 7 1963

Very truly yours,

3-M

(Signature)

(Typed name) Milton A. Jones

140

September 4, 1963

PERSONAL

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

It has been determined that you were responsible for an error which was detected in an item of correspondence dated August 27, 1963. You were remiss in failing to insure that this material was accurate in every respect.

Accordingly, in the future you will be expected to handle this phase of your responsibilities with more care and thoroughness so that a delinquency of this nature will not again be chargeable to you.

MAILED 19 SEP 4 - 1963 COMM-EBI

Very truly yours,

J. Edgar Hoover

John Edgar Hoover Director

L	B
TY T	y r

Tolson Belmont

Mohr . Cosper Callahan Conrad

DeLoach Evans . Gale

Sullivan Tavel Trotter _ Tele. R∞m

Holmes

Gandy

1 - Mr. DeLoach (Personal Attention)

1 - Crime Records Division Personnel File

SEP

Based on memo, M. A. Jones to Mr. DeLoach, 8-30-63, MAJ:mmk.

MAIL ROOM ET STELETYPE UNIT

HNB:skd skd

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OPTIONAL FORM O. 10	5010-104
GSA GEN. REG. NO. 27	
UNITED STATES	. GOVERNMENT

Memorandum

OT

Mr. Callahan

DATE: 1-28-64

b6

Belmont
Mohr
Casper
Callahan
Conrad
DeLoach
Evans
Gale
Rosen
Sullivan
Tavel
Trotter
Tele. Room

•

C. R. Davidson

SUBJECT;

MILTON A. JONES

Section Chief - Crime Research Section

Crime Records Division

EOD 2-6-39; GS-16, \$17,500

Mr. Jones celebrates his 25th Anniversary with the Bureau on 2-6-64 and has requested that the Director meet and be photographed with his wife and children on 1-30-64, noting two of his children were out of town attending school and would not be here on 2-6-64. The Director has indicated he will meet Mr. Jones and his family on 1-30-64. The following is a brief summary of his record for the Director's use.

Mr. Jones entered on duty 2-6-39 as a Special Agent and is presently assigned to the Crime Records Division as Section Chief in the Crime Research Section. He is 51 years old, is married and has 3 children. He has been in Grade GS-16 since 6-1-60.

Assistant Director C. D. DeLoach rated him EXCELLENT on his 1963 annual performance rating and noted his constant interest in promoting the welfare of the Bureau, his hard work and many sacrifices to carry on the work of the Division certainly reflected an excellent sense of enthusiasm and discipline on his part. Her served in an industrious, conscientious and quiet manner and the pressure which he was constantly confronted with did not bother him. He was interested in, available for and had excellent qualifications for administrative advancement.

Enclosure		Permanent	Brief
FDH:prf	(2)	(ii)	- I

KEC

f 67- 109 101-363 | Gearched ______ | Cover

(over)

by 3

FEB 1704

demoted to GS-13 and transferred to Newark on general assignment as a The Director concurred and by letter 11-20-56 he was Special Agent. advised he was being TRANSFERRED to Newark and DEMOTED to GS-13 at \$10,065 per annum, effective 12-2-56. On 11-21-56 the Director saw Mr. Jones who said he desired to apologize for the sarcastic note. said he had no excuse whatsoever for the expressions he used; was sorry for using them; and could assure that such an incident would not occur again. He asked that the Director reconsider the administrative action taken in his case and give him another chance, as he had learned a grievous lesson. The Director advised the action was in no way predicated upon whether the suggestions for changes were sound or unsound; that for nearly two years he received complaints indicating his stubbornness and uncooperativeness in dealing with Mr. Tolson's Office and the Director's Office when suggestions were made. Director said no one in the Bureau was supposed to be a "Yes" man; that if suggestions were not considered sound the person to whom they were made had a perfect right and duty to take the matter up through proper channels. The Director said he had discounted previous complaints as possibly clashes of personalities, but when this note came to his attention he recognized that Mr. Jones did have a most unsatisfactory attitude which indicated rank insubordination. Among other things, the Director advised him he would be willing to give him one more chance, but that it was hoped that he had learned his lesson because he would not have an opportunity again to be afforded another chance if he manifested any display of temperament, indicating rank immaturity. Therefore, the transfer and reduction orders were to be cancelled and Mr. Jones was to be continued on probation as Chief of the Crime Records Section. He was REMOVED FROM PROBATION 6-5-57.

He was again CENSURED and PLACED ON PROBATION 1-28-59 for weaknesses in his supervision and administration of the Crime Records Section which were disclosed during an inspection of the Records and Communications Division. He was REMOVED FROM PROBATION 6-16-59. He was last CENSURED 9-3-63 for an error in correspondence and he was last COMMENDED 12-4-63 for voluntarily working on 11-25-63 in connection with the emergency occasioned by the assassination of the President.

His overtime performance has been satisfactory.

·			5 mm
His		by the Bureau	
summer employee in 1959, 1960, 1 <u>96</u> 3	., and 1962 as	<u>a F</u> ile Clerk.	. Her
services were satisfactory. His		, was emp:	
the Bureau as a summer employee in	1961 and 1962	and his servi	ices were
satisfactory. His	, was (employed by the	he Bureau
from $6-21-43$ to $8-26-43$, from $6-5-4$	14 to 8-28-44,	and from 5-2	8-45 to 🦠 😽
from 6-21-43 to 8-26-43, from 6-5-4 8-27-45 as a Locate Clerk. Her se	rvices were sa	itisfactory.	

(over)

b6

He is presently serving in his office of preference, having listed Seat of Government, Richmond, and Louisville as his offices of preference as of February, 1962.

1/2/

February 6, 1964

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

Undoubtedly this day will bring you many congratulatory messages from your numerous friends and associates to help celebrate your Twenty-fifth Anniversary of Bureau service. By way of official recognition of this important occasion, I am extending my congratulations in addition to presenting to you, on behalf of the Bureau, the enclosed Twenty-five-Year Service Award Key.

The contributions which you have made to the progress of this Bureau during your years of service are many. Your unfaltering interest in our problems, your innumerable personal sacrifices, and most of all your intense loyalty and devotion to duty are factors which have won you the respect of your associates both in and out of the FBI. There are many examples of your accomplishments which have assisted the Bureau in discharging its heavy responsibilities and these are directly attributable to the conscientious manner in which you have performed your duties.

May this Key be a constant reminder of those things for which the FBI stands.

,	TOT AUTON MO TOT DOE	HAD!	
Lik	b6 With best	wishes and kindest regards,	Hoy Mil
Tolson Belmont Mohr Casper	and beautiful	Sincerely,	* St. Company of the
Callahan Conrad DeLoach Evans	Enclosure (Pe	J. EDGAR HOUSE AND PROPERTY OF THE PROPERTY OF	Might
Rosen Sullivan Tavel Trotter		t Direct) SENT FROM D. OBased on	memo dones to De Loach,
Gandy	(5) 67-10		th ² addendim Administra- ion 1-7-64.

19. W 55 6 8 HVF



REPORT OF PERFORMANCE RATING

Name of Employee: MI	LTON A. DONES	-	
Where Assigned: <u>Crin</u>	ne Records (Division)	Crime Research S	
Official Position Title:	,	ef, Crime Research	•
Rating Period: from	4-1-63	to3-31-64	<u></u>
	-		
ADJECTIVE RATING:	EXCELLENT Outstanding, Excellent	, Satisfactory, Unsatisfactory	Employee Initials
	Stood	Assistant Director	. 3/31/64
Rated by:	Signature	Title	Date
Reviewed by:	Signature	Title	Date
Rating Approved by:	Signature	Assistant Director Title	APR 6 1964 Date
	TYPE OF R	EPORT 67- / 09 / 0	6-280

(x) Official

APR 17 1964

(X) Annual

SenrchAdministrative Numbered

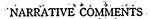
(--) --90-Day

() Special

) Transfer

() 160-DAYR 8 1964 E

() Separation from Service



Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN. DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION.

UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

CO / TURN

FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A. Jones	_{Title} Special Agent
-	Title Special Agent Rating Period: from 4-1-63 to 3-31-64
RATING GUIDE A	AND CHECK-LIST
Note: Only those items having pertinent bearing on employee's performan Rate items as follows:	ce should be rated. All employees in same salary grade should be compared.
Outstanding (exceeding excellent and deserving of special commendati	ion).
Excellent.	
Satisfactory (good or very good). Unsatisfactory.	
No opportunity to appraise performance during rating period.	
Guide for determining adjective rating:	
 "Outstanding" adjective rating requires (A) that all rated elements be "+" an reverse of Form FD-185. 	d (B) that each and every rated element be factually justified by narrative detail on
"Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend up mechanical formulas; however, for an employee to be rated "Excellent" be mu	ust not be rated unsatisfactory on any performance evaluation factors on the rating majority of such rating factors. Good judgment must be exercised to insure that ments.
+ (1) Personal appearance.	F (san re
(2) Personality and effectiveness of his personal contacts.	
(3) Attitude (including dependability, cooperativeness, loyalty,	(19) Reporting ability:
enthusiasm, amenability and willingness to equitably share work load).	(a) Investigative reports
4) Physical fitness (including health, energy, stamina).	(b) Summary reports (c) Memos, letters, wires
(5) Resourcefulness and ingenuity.	(c) Memos, letters, wires
	(Consider: # conciseness; # clarity; # organization; # accuracy; # adequacy and perti-
(7) Judgment, including common sense, ability to arrive at proper	nency of leads; \angle administrative detail.)
conclusions, ability to define objectives. (8) Initiative and the taking of appropriate action on own	(20) Performance as a witness.
responsibility.	
(9) Planning ability and its application to the work.	(a) Leadership (b) Ability to handle personnel
(10) Accuracy and attention to pertinent detail.	(c) Planning
(11) Industry, including energetic, consistent application to duties.	
(12) Productivity, including amount of acceptable work produced	(e) Assignment of work (f) Training subordinates
and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is	(g) Devising procedures
attributable to causes beyond employee's control.	(h) Emotional stability
13) Knowledge of duties, instructions, rules and regulations, in-	(i) Promoting high morale (j) Getting results
cluding readiness of comprehension and "know how" of application.	(22) Ability on raids and dangerous assignments:
o (14) Technical or mechanical skills.	(a) As leader
(15) Investigative ability and results:	(b) As participant
(a) Internal security cases	
(b) Criminal or general investigative cases	
(c) Fugitive cases (d) Applicant cases	(25) Miscellaneous. Specify and rate:
(e) Accounting cases	Dictation ability
(16) Physical surveillance ability.	
A. Specify general nature of assignment during most of rating period (such a tor, etc.): Section Chief - Crime Research	is security, criminal, applicant squad, or as Resident Agent, supervisor, instruc-
D C	
B. Specify employee's most noteworthy special talents (such as investigator, de Desk Man	
C. (1) Is employee available for general assignment wherever needs of service (2) Is employee available for special assignment wherever needs of service	require?. Y es(If answer is not "yes," explain in narrative comments.)
D. 1. Has employee had an abnormal sick leave record during rating period? for illness) during rating period than the amount of sick leave earned conarrative comments.)	NO 2. Has employee used more sick leave (including annual leave or LWOP during such period? NO (If answer to either question is "Yes," explain in
E. Is employee qualified to operate a motor vehicle incidental to his official du If answer is "yes," personnel file must reflect the following: (a) Ha physically fit to drive. (c) Past safe driving record OK or has passed I	is valid State or local operator's license for type vehicle he is to use. (b) Is
EXCELLENT	Delle de la company de la comp
ADJECTIVE RATING: Outstanding, Excellent, Satisfactory, Uns	EMPLOYEE'S INITIALS

MILTON A. JONES

April 2, 1964

Special Agent - Section Chief Crime Research Section Crime Records Division

PART I - GENERAL COMMENTS

Mr. Jones has been a Section Chief since March, 1944, in the Crime Records Division. He makes an outstanding personal appearance. He is very meticulous in handling memoranda and works well under constant pressure. There is no doubt as to his industry, conscienciousness and quiet but firm manner in dealing with employees. His personnel respect him. Mr. Jones extends absolute cooperation with his Division head. He is not a "yes man" but when he receives instructions he proves to be very amenable.

Mr. Jones has had 17 hours of sick leave during this rating period. He has received one letter of censure and one letter of commendation. The censure was for an error in an item of correspondence on August 27, 1963. The commendation was for his voluntary work in connection with the emergency occasioned by the assassination of the President.

Mr. Jones has a high moral sense of fair play and sees to it that his personnel "too the line" in their work. He needs very little supervision when it comes to seeing to it that his Section is in above-average shape with respect to physical condition and maintenance and administration. I believe Mr. Jones to keep uppermost in his mind the welfare of the FBI. His hard work and many sacrifices certainly reflect a sense of great enthusiasm and discipline on his part.

This Section Chief is definitely entitled to the rating of "Excellent."

mol

PART II SPECIFIC COMMENTS

1. Justification for Any Minus Ratings Given
NA

2. Experience and Ability as Inspector's Aide
NA

3.-- Participation in Informant Programs

NA

4. Testifying Experience and Ability

NA ·

5. Disciplinary Action

As indicated in Part I, Mr. Jones received one letter of censure during the rating period.

6. Accounting Information

ÑΑ

7. Police Instruction

Mr. Jones appears before in-Service Seminars and is fully capable of speaking before and lecturing to police groups at any time.

8. Sound Training

NA

9: Resident Agents

NA

10. Foreign Language Ability

NA

im

11. Administrative Advancement

Is Agent (a) interested in (Yes x No), (b) completely
available for (Yes_X_No), and (c) considered completely
qualified at present for administrative advancement including
experience, ability, personality, and appearance? (Yes x
No). (d) If answer to (c) is "Yes," would you consider his
qualifications very good, excellent_X_, outstanding
(e) If answer to (c) is "No," does he have potential for
future administrative advancement? (Yes No.).

con V

		· Q
SAGE Mr. DeLoach	·	March 17, 1964
Director, FBI	-	
M. A. Jones SPECIAL AGENT	•	
The above-captione	d Special Agent atter	nded the following training course(s
In-Service: from	3/2/64	to 3/13/64
Criminal	Acc	counting
Security Basic Advance	•	pert Firearms-Defensive Tactics
		,
The firearms scor training record (FD-40). Notebook	The following grad	d on the individual field firearms les were attained.
Examination ———		/25
Rifle	86	·
Machine Gun	84	
Specialized Training:		
Admin. Firearms:	From	To
	, , , , , , , , , , , , , , , , , , , 	
	MAILED 27.	
son	MAILED 27. MAR 17 1964	
mont If	MAR 17 1964 <u>COMM-FBI</u>	
mont	MAR 17 1964 <u>COMM-FBI</u>	
mont	MAR 17 1964 comm-fbi s division	-11) on March 4, 1964.



UNITED STATES DEPARTMENT OF JUSTICE. FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

Director Federal Bureau of Investigation United States Department of Justice Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money-Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of montes in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU Official Bureau Name (please type or print) Office of Assignment (or SOG Division) Date A. JONES The following person is designated as my beneficiary for Special Agents Insurance Fund: Name (primary beneficiary; use given first name if female) Relationship Address Name desired: use given first name if female) Addre 6-911 The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents. Name (primary beneficiary; use given first name if female) Relationship Address =b6 Add Very truly yours, Payment Received Special Agents Insurance Fund FEB 1 9 1964 J. Edgar Hoover, Director

3-ecd

	4 (6) [6]
Standard Förfit 88 (Rev. June 1956)	
Bureau of the Budget —————————————————REPORT OF MEDICAL————————————————————————————————————	EXAMINATION /
11 LAST NAME-FIRST, NAME-MIDDLE NAME	2. GRADE AND COMPONENT OR POSITION 3. DENTIFICATION
JONES MILTON ANKERS	SA
4. HOME ADDRESS (Number, street or RFD, city or town; zone and State)	5. PURPOSE OF EXAMINATION 6. DATE OF EXAMINATION
	ANNUAL 7-15-64
7. SEX 8. RACE 9. TOTAL YEARS GOVERNMENT SERVICE	10. AGENCY 11. ORGANIZATION UNIT
12. DATE OF BIRTH 13. PLACE OF BIRTH	14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN
13. PLACE OF BIRTH	14. NAME, RELATIONSHIP, AND ADDRESS OF HEAT OF AIM
1-24-13 KV	a de ma de mana a ma ema de
15 EXAMINING FACILITY OR EXAMINER, AND ADDRESS	16. OTHER INFORMATION
NNU	, ^ *
17. RATING OR SPECIALTY	TIME IN THIS CAPACITY (Total) LAST SIX MONTHS
CLINICAL EVALUATION NOTES. (Describe every	abnormality in detail. Enter pertinent item number before each ontinue in item 73 and use additional sheets if necessary.)
NOR- (Check each item in appropriate col- MAL umn; enter "NE" if not evaluated). ABNOR- MAL	
18. HEAD, FACE, NECK, AND SCALP	
19. NOSE	
20. SINUSES 21. MOUTH AND THROAT	
22. EARS—GENERAL (Ini. & ext. canals) (Auditory 22. EARS—GENERAL (unit) under tems 70 and 71)	
23. DRUMS (Perforation)	
24. EYES—GENERAL (Visual acuity and refraction under tiems 69. 60 and 67)	,
25. OPHTHALMOSCOPIC	(1)
26. PUPILS (Equality and reaction)	ograpic . 1
27. OCULAR MOTILITY (Associated parallel more- ments, nystamus) FINCL O	OSUMATA
28, LUNGS AND CHEST (Include breasts)	
29. HEART (Thrust, size, rhythm, sounds)	
30. VASCULAR SYSTEM (Varicosities, etc.)	Ge + consisten
31. ABDOMEN AND VISCERA (Include hernia)	In back descriptions
32. ANUS AND RECTUM (Provide full function) 33: ENDOCRINE SYSTEM	1 1 1 1 + 100
34. G-U SYSTEM 3.8 - Occ	low back discomfor
35. UPPER EXTREMITIES (Strength, range of	11 1 lb demonstrate
36, FEET	without abromany.
37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
38. SPINE, OTHER MUSCULOSKELETAL	67-109106 286
39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	Searched 100 -305
40. SKIN, CYMPHATICS	20
41. NEUROLOGIC (Equilibrium tests under item 72)	5 NEG 12 1964
42. PSYCHIATRIC (Specify any personality deviation)	
43: PELVIC (Females only) (Check how done)	3/190
44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respecti	(Continue in item 73) REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES
O-Restorable teeth X-Missing teeth (6	(N8)—Fixed bridge, brackets to 1
1-Nonrestorable teeth XXX-Replaced by dentures	include abutments type 3
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G 32 31 30 29 28 27 26 25 24 23 22 21	20 19 18 17 F no colefecto noted
F 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	X X 1
LABORATORY FIND	
45. URINALYSIS: A. SPECIFIC GRAVITY), D 30	46. CHEST X-RAY (Place, date, film number and result)
B. ALBUMIN D. MICROSCOPIC	51.637-64 Ning al
47. SEROLOGY (Specify test used and result) 48. EKG 49. BLOOD TYPE AND RH	50. OTHER TESTS
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RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

7-30-64

I certify that I have received the following Government property for official use:

Royal Portable Typewriter #SA 6023891

RETURNED

Smith Portable Typewriter #5A 593320

FILE 31 M

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ONIT OR MUTILATE IT IN

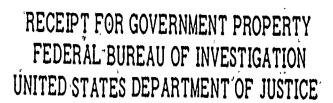
Very truly yours,

(Signature)

Milton A. Jones

67-NOW WATCORDED

9 AUG 3 1964.



7-19-64

I certify that I have received the following Government property for official use: returned

- Copy number 14 BANK ROBBERY

READ

The Government property which you hereby acknowledge is charged to you and you are responsible, for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours

1. LAST NAME-FIRST NAME-MIDDLE NAME

2. GRADE AND COMPONENT OR POSITION

3. IDENTIFICATION NO.

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٠	E	ÂR, NO	SE OR T	HROAT TROUBLE			CRAMPS IN YOUR LEGS			RECENT	GAIN C	R LOSS	of Weight		1	LOSS OF	MEMORY OR AMNESIA
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YES	NO	CHECK EACH ITEM YES OR NO. EV	ERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
		27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF:	
	/	A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.	•
	1	B. INABILITY TO PERFORM CERTAIN MOTIONS	The part of fooder and
	7	C. INABILITY TO ASSUME CERTAIN POSITIONS	34 significant
	7	D. OTHER MEDICAL REASONS (If yes, give reasons)	ala. 4 1933.
'	/	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUB-	- Six stetoleg - had en
	ノ	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (It yes, give details)	34 Typhoid fleur obsut 1933. 35-Six stibles-had en au finger.
	1	30. HAVE YOU'EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)	y V
	/	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)	
	/	32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred)	
٠,	/	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATOR- IUMI (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)	
/	,	34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)	·
/		35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS. PHYSICIANS. HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)	•
	7	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)	,
-	/	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL MENTAL OR OTHER REASONS! (If yes, give date and reason for rejection)	
	/	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL MENTAL OR OTHER REASONS? (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or unsuitability)	
	/	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY (If yes, specify what kind, granted by whom, and what amount, when, why)	
1 AU	THORIZE	hat I have reviewed the foregoing information suppl ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED MY APPLICATION+FOR THIS EMPLOYMENT OR SERVICE.	IED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES
ED O	R PRINT	ED NAME OF EXAMINEE	SIGNATURE
-			ystefan shall comment on all positive answers in items 20 thru 39

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 20 thru 35)

Leveler of Systems reveale or

Symphosity disease

b6 b7C ,

TYPED OR PRINTED NAME OF PHYS

JUL 15 19

HUMBER OF ATTACHED SHEETS

OVERNMENT PRINTING OFFICE: 1959-0-527655

Attachment to Standard Form 88, Report of Medical Examination For Information and Guidance of Medical Examiner

Name of Examinee	JONES.	MILTON	ANKERS
(Type or print)	Last	First	Middle
The following portions of the a	ttached examination re	port form need not be c	ompleted:
2 3 4	14 17 62	68 69 72,	
<u>1</u> 1	65 67	76	· t
46. Is necessary unless facili	ties for affording same	are not readily availab	le.
48. Not required unless exami desirable.	nee is over 35 years of	age ór éxámination ind	licates such is
49. Is necessary unless facili	ties for affording same	gre not readily availab	lě.
71. Audiometer examinations applicants and Special Agaccepted if the hearing lo sational speech range (50	ents., Applicants, for these exceeds a 15 decibé	ne Special Agent positi	on will not be
For All Examinees, Whether C	lerical or Special Agen	t Applicants or Employ	ees:
The medical examiner should answer	the following question:		
Examinee Ais	is not qualifiéd for stre	nuous physical exertio	n.
To be Answered in the Case o	f All Male Employees a	nd Male Applicants:	. *** **
Does examinee have any de tactics and dangerous assi			
No Yes If "y	es" please specify defe	ects.,	
2. Does examinée have any de	efects prohibiting safe	operation of motor vehi	cles?
# 1 w # 5 c 2 or 5 c	ểs" pleαse specify defe	* *	
3. For safe driving of motor vector test at least 20./40 in one examinee wear corrective of the frecommendation is based.	eye and 20/100 in the c plasses while operating	other, corrected or unco a motor vehicle?	rrected: ;Should 'es XNo /
ENCLOSU	RE 67-1	109106-32	111 · ·

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame,	Largé Frame
5' 4"	117 - 125	123 - 135	131 - 148
5′ 5″	120 - 129	126 - 139	134 - 152
5′ 6″	124 - 133	130 - 143	138 - 157
5'.7"	128 - 137	134 - 148	143 - 162
5'8"	132 - 141	138 - 152	147 - 166
5′9″	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 1755. EC
5' 11"	144 - 154	150 - 166	160 - 180
6 '	148 - 158	154 - 171	164 - 185%
6' 1"	152 - 163	158 - 176	169 - 190
6′ 2″	156 - 167	163 - 181	174 - 195
, 6' 3".	160 ~ 171	168 - 186	178 - 200
6/4"	169 - 180	178 - 196	188 - 210
.6' 5"	174 - 185	182 ÷ 202	192 - 216

4. Examinee's frame	is small	imedium medium	⊠ large	1 ' \$	•
5. Considering above I consider his pre	e weight table, the sent weight 🖾 S		, and other indiv Excessive	idual physical cha Deficie	
6. Under proper med	ical supervision, e	xaminee should	lose	_pounds	•
Remarks:)))	**	gain	_pounds	
	Y 4	* * * * * * * * * * * * * * * * * * * *			"b6 b7C
			wienica:	xaminer)	
	f See		JUL 15 196	4	

(Date)



UNITED STATES DEPARTMENT OF JUSTICE FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear_Sir

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Rayment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund; which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submitta recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of montes in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO TH	E BUREAU		-
Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division	3)
SAMILTON A. JONES	5-64	lu 8	-
The following person is designated as my beneficiary for Special	Agents Insurance Fu		, 6d <u>-</u>
Name (primary beneficiary; use given first name if female) Jannie M. Jones		Relationship. Wede	b7C
Address 6911 ælfrice Print On	iauda	lle, v.a.	1
Name (continue de la continue de la			
6911 alfre Dine an	vaudal	va.	
The following person is designated as my beneficiary und beneficiary of agents killed in the line of duty, other than travel	der the Chas. S. Ross accidents.	Fund providing \$1500 death benefit to	-
N. Commission of the Commissio		D. Weinstein	b6
Name (primary beneficiary; use given first name if female)		Relationship	. 570
Address 6911 Olfrie Device	Quiande	eli, Ua	
Name (contingent banks)	famale)		
Adamo		A	-
6911 Price Price	Clive	redale Va	
	Very truly	yours,	
		- ()	-
Payment Received Special Agents Insurance Fund	Mit	lan a Jones	/
JUN 2. 1964	Special A	gent	-
67-NOT PECORDED			*** - **
4 JUN 17 1984 Hooser, Director		3-ecd	

		a			12	العالم							
	ecial Agent	JON	E S,	ИТ	LTON	A_{\bullet}		curr	ent ti	hru 1	960		
Office	Date *Day-Month-Year	Indoor	DA	PPC SA	PPC DA	SG #1	SG ∦2	SG #3	In Se	rvice MG	TC	÷	
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OPTIQUAL FORM MG, 10 MAY 1962 EDITION GSA GEN, REG, NO. 27 UNITED STATES GOVERNMENT **b**6 Memorandumb7C Mr. DeLogo DATE: March 8, 1965 TO Rosen Sullivan Tavel FROM SUBJECT: PERSONNEL MATTER CRIME RESEARCH SECTION I have been approached by the nominating committee of the First Baptist Church, 16th and O Streets, Northwest, and asked whether I would be willing to have my name presented as the Moderator of the-Church for a year's term beginning May 1st. This Church is the oldest Baptist Church in the city, dating from 1802 and has some 1600 members and a budget in the neighborhood of \$275,000. The Moderator is the highest church official aside from members of the paid staff. The position entails presiding at quarterly business meetings, presiding at sessions of the Executive Councily(consisting of heads of all committees,) and related duties. (There is attached material from the by-laws of the church reflecting in detail the duties of the position.) It is not felt that accepting this position would interfere in any way with my Bureau work nor is it felt that there would be any possibility of embarrassment. The Church has absolutely he restrictions as to race, etc., with regard to membership. RECOMMENDATION: **REC-143 15** 1500 Unless advised otherwise, I propose to indicate that I have no objection to being considered for the position. Enclosure 1 - Mr. DeLoach 1 - Mr. Callahan ENCLOSURING 5 .3 EH . BZ .

Section (G) Moderator.

The Moderator shall preside at all Business Meetings of the Church and at all meetings of the Executive Council. It shall be his duty to see that the stated meetings of the Church and Council are regularly held and that the required re-

ports are filed with the Director of Business Administration and submitted to the Church by the various Officers, Boards, Departments and Committees of the Church; and to advise the Chairman of any Committee or Board of the Church, when, in his opinion, the Committee or Board is not actively engaged in carrying out the duties assigned to it in the By-Laws. He shall be ex-officio a member of all Boards, Departments and Committees. All contracts of employment shall be signed on behalf of the Church by the Moderator. In the absence or incapacity of the Moderator, his duties shall be performed by the Chairman of the Board of Deacons, and in the absence or incapacity of both Moderator and Chairman of the Board of Deacons, by the Chairman of the Board of Trustees.

ENCLOSURE

109/04-389

February 5, 1965

PERSONAL

Dear Mr. Jones:

You will be celebrating your Twentysixth Anniversary with the Bureau tomorrow and I hope it will be a happy occasion for you. My very best wishes and congratulations, and may you celebrate many more anniversaries in the Bureau's service.

Sincerely,

J. EDGAR HOOVER

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

> 67-Searched **REC-143** 1 FEB 5 1965

Anniversary 2/6 - Saturday JEH:edm (3)

FEB 9

MAIL ROOM TELETYPE UNIT

20ml.

Tolson. Belmont Mohr _ Casper. Callahan Conrad. DeLoach Gale . Rosea Sullivan . Tavel . Trotter -

Tele. Room Holmes

r. DeLoach Mr. Caspor Callahan.k Mr. Conrad. Mr. Felt. Mr. Gale ... Mr. Rosen... Mr. Sullivan. Mr. Tavel **b**6 Mr. Trotter. b7C Tele. Room. Miss Gandy Beple

February 5, 1965

Mr. John Edgar Hoover Director Federal Bureau of Investigation Washington, E. C.

Dear Mr. Hoover:

Thanks so much for your note today in connection with my 26th Anniversary tomorrow.

In looking to the future, Bureau employees, particularly the "old timers," value most highly your continuance as the Director of the FBI. We all hope that you will retain your good health and will lead the organization for many years to come.

Sincerely yours,

CRIME REZORDS DIVISION

8 FEB 121965

January 15, 1965 PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

Thank you very much for the suggestion that consideration be given to reinstituting three sessions of the FBI National Academy each year. This matter has been carefully evaluated and it was decided an additional session is not feasible since our available manpower and facilities are already taxed to the utmost to handle the many types of training for which we are responsible.

Although your idea was not adopted in this instance, I appreciate the interest which prompted you to submit it to me.

Sincerely yours,

1 - Mr. DeLoach

1-Personnel file of SA Milton A. Jones

JER:jmn
(5) (Suggestion #571-65 dated:1/

(5) (Suggestion #571-65 dated 1/11/65) NOTE: Suggests three sessions

Suggests three sessions of FBI National Academy be held each year instead of two.

Based on memorandum M. A. Jones to Mr. DeLoach, 1/11/65, MAJ:blh, re: FBI's Responsibilities in Police Training Field, with a decrease.

DUPLICATE YELLOW

,	
سار پنزر ا	
	OPTIONAL FORM NO. 10 MAY 1962 EDITION GRACIN. REO, NO. 27 UNITED STATES GOVERNMENT Tolson Belmont Mohr
•	Memorandum
то :	Mr. DeLoach DATE: 1-11-65 DATE: 1-11-65 DATE: 1-11-65
FROM :	M. A. Jones Trotter Tale Boom Goody
SUBJECT:	FBI'S RESPONSIBILITIES IN POLICE TRAINING FIELD SUCCESTION # 571-65 In his State of the Union message, the President commented as follows on
rime cor	trol and police training:
·	"To help control crime, we will recommend programs: - To train local law enforcement officers To put the best techniques of modern science at their disposal To discover the causes of crime and better ways to prevent it.
;	"I will soon assemble a panel of outstanding experts to search out answers to the national problem of crime and delinquency."
n this fie three Ses to re-eva	In view of the emphasis placed on police training by the President, I feel the Bureau will want to do everything possible to carry out fully its responsibilities ld. While I realize the considerations which prompted the Bureau to discontinue sions of the National Academy each year, I do think it would be well at this time luate the entire situation and perhaps reinstitute the three Sessions of 12 weeks as we had some years ago. This will enable us to reach an additional 100 out-officers each year and further spread the Bureau's influence in the police training
SECOMM	ENDATION:
	. That consideration be given to reinstituting three Sessions of the National each year.
1 - Mr. 1 1 - Mr. 0	
MAJ:blh) (4)	
(-)	I disagree. Facilities are taxed now to extent that the additional sessions would be burdensome. The National Association of Manufacturers could not and would not subsidize three sessions.
	ADDE NDUM: JJC:blht 1-11-65
•	The agree with DeLoach.
is	大大学 はない はない は ない は ないない は ない は ない ないない は ないない は ないない は ないない は ないない は ないない は ない は ないない は ない は は ない は ない は は ない は ない は ない は ない は ない は は ない は は ない は は は ない は は ない は は ない は は ない は ない は は は は

1. ⊊∵* FORM 3-842 (9-14-64) APPROVED COMP.
GEN. U.S. 4-8-68 IN LIEU OF
SF 1)26

FEDERAL	BUREAU OF INV	ESTIGATION			
NAME: LAST, FIRST, MIDDLE		SOCIA	L SECURITY NUMBER		
JONES MILTON A		22	24-60-2482		
	NOTIFICATION OF BASIC CHANGE				
CODE - NATURE OF ACTION		EFFECTIVE DATE	DATE OF LAST EQUIV. INCR.		
892 - QUALITY INCREASE	896 - ADMIN. PAY INCREASE		,		
X 893 - WITHIN GRADE INCREASE	897 - ADMIN. PAY DECREASE				
894 - PAY ADJUSTMENT	OTHER (SPECIFY IN REMARKS)		12/ 9/62		
GRADE OR LEVEL STEP OR RATE	OLD SALARY	NEW SALARY			
GS-16 STEP 5	\$20,900.00		321,555.00		
PERIOD(S)	DATA ON UNPAID ABSENCE TOTAL EXCESS II	N PAY STATUS AT END OF WA	ITING PERIOD INITIALS		
I HUIANIA).					
		YES	J/pl		
EMPLOYEE'S WORK IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.					
EMPLOYEE'S PERFORMANCE RAT	ING IS SATISFACTORY OR BETTER				
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REMARKS CO NYOU DOWN TO THE					
REMARKS 67-NOT RECUKUEU 11/23/64					
28 DEC 15 1964		ث.	(DATE)		
			* ' = 1		

A TOP AND

Name: Milton A. (Jones

Title: Special Agent

EOD:

2/6/39

Grade: GS-16, \$20,900

Non-Veteran

Not on probation

ASSISTANT DIRECTOR C. D. DE LOACH:

Mr. Jones is the Section Chief of Crime Research Section, having served in this capacity since 1944. This man has a wealth of experience and a tremendous capacity for accurate work which make him extremely valuable in the efficient operation of the Crime Records Division. Outstanding in appearance and with a pleasing personality, he quietly runs a very taut shop with a meticulous attention to detail. Although a firm disciplinarian, he is fair and he commands the respect of his subordinates. In his devotion to the Bureau and his determination to serve the best interest of the FBI, this man continually sets an excellent example for others. Since the last inspection, he has been commended one time and censured for failing to detect an error in outgoing correspondence. He is a decided asset in this Division.

Rating: Excellent

CRIME RECORDS DIVISION INSPECTION December 3, 1964 CDD:dgs

A)

See Inspector's Comments Page 2.

M 6 1 52 F41 65

350

67-NOT PFCORDED E 7 7 9 JAN 7 1965 INSPECTOR W. MARK FELT: (H. E. Campbell:bhg, 12/23/64)

Mr. Jones is a steady, competent administrator whose long experience as a Section Chief in this Division

renders him a highly valuable employee. He makes an excellent personal appearance and his capacity for handling a high volume of work sets the pace for subordinates. He is interested in and available for administrative advancement and indicated he had no personal problems. It is felt that the best interests of the Bureau would be served by retaining him in his present position.



b6 b7C

FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

	MILTON A. JONE	S	
Name of Employee:		<u> </u>	
Where Assigned:	Crime Records	Crime Research Se	ction
, -	(Division)	(Section, Unit)	
Official Position Ti	tle and Grade: Special A	gent - Chief, Crime Re	esearch Section
·			GS-16
Rating Period: from	4-1-64	to3-31-65	
ADJECTIVE RATING:	EXCELLEN' Outstanding, Excellen	Γ t, Satisfactory, Unsatisfactory	Employee's Initials
		*	<u> </u>
Rated by:	Signature	Assistant Director	4/1/65 Date
Reviewed by:			
יניק איני	Signature	Title	Date
Rating Approved by:	" Calcad	Biodeleni Dire	otor APR 13 1965
	Signature	Title	Date
		-	
	TYPE OF I	REPORT	
_	X Official	Administrativ	'e
•	Annual	60-Day	•
		90-Day Transfer	
NPR 1 51965	REC- <u>148</u>		on from Service
r n 1963.		CHANN.	

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PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Section

MILTON A. JONES	Title Special	l Agent - Chief	, Crime Research
Name of Employee	Rating Period: _f	4-1-64	3-31-65 to
RATING GUIDE A			
Note: Only those items having pertinent bearing on employee's perform compared. RATE ITEMS AS FOLLOWS: Outstanding (exceeding excellent and deserving of special commerce descriptions) Excellent. Satisfactory: (good or very good). Unsatisfactory: No opportunity to appraise performance during rating period.		All employees in same	sålary grade should be
Guide for determining adjective rating:			
 "Outstanding" adjective rating requires (A) that all elements be anarrative details, including reasons for considering each worthy of S. "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will rather than following any mechanical formulas; however, for an emploany performance evaluation factors, on the rating guide and check-list such rating factors. Good judgment must be exercised to insure that A. Any element rated "Unsatisfactory" must be supported by narratis B. An official rating of "Unsatisfactory" must be supported in writing of the (90-day) prior warning, and (3) the efforts made after the wellevel and must be attached to FD-185a. 	pecial Commendation a ll depend upon the com byee to be rated "Excel t and must be rated." Ex adjective rating is rea ve comments.	nd be attached to FD-18 posite result of evaluat llent" he must not be rat cellent" or "Outstandir sonable in the light of e	55a.— ing all rated elements ted unsatisfactory on ng" on the majority of elements rated.
(1) Personal appearance.	£ (16) F	irearms ability.	
(2) Personality and effectiveness of his personal contacts. (3) Attitude (including dependability, cooperativeness,	(17) D	evelopment of informant formation.	s and sources of
loyalty, enthusiasm, amenability and willingness to		eporting ability:	
equitably share work load). (4) Physical fitness (including health, energy, stamina).		(a) Investigative (b) Summary repo	orts. =
(5) Resourcefulness and ingenuity. (6) Forcefulness and aggressiveness as required.		(c) Memos, letter	conciseness:clarity:
(7) Judgment, including common sense, ability to arrive at:	-	±organiza	tion;thoroughness;
proper conclusions, ability to define objectives. (8) Initiative and the taking of appropriate action on own		of leads;	:adequacy and pertinency administrative detail.)
responsibility. (9) Planning ability and its application to the work.	(19) Po	erformance as a witness xecutive ability:	•
(10) Accuracy and attention to pertinent detail.	(20)	(a) Leadership	
(11) Industry, including energetic, consistent application to duties.	·	(b) Ability to han (c) Planning	
(12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.		← (d) Making decisi ← (e) Assignment o ← (f) Training subo ← (g) Devising proc ← (h) Emotional sta	f work ordinates edures ibility
(13) Knowledge of duties; instructions, rules and regulations, including readiness of comprehension and "know how."		t (i) Promoting hig	8
of application	(21) Al	bility on raids and dang (a) As leader	erous assignments:
(a) Internal security cases(b). Criminal or general investigative cases	(22) O	(b) As participant ganizational interest, s	t. uch as making of sug-
(c) Fugitive cases (d) Applicant cases	ge	stions for improvement. bility to work under pres	
(15) Physical surveillance ability.	(24) M	iscellaneous. Specify a	nd rate:
(10). Physical surventance autity.		Dictation ability	
A. Specify general nature of assignment during most of rating period (su supervisor, instructor, etc.):	ich as security, crimina	al, applicant squad, or a	as Resident Agent,
Section Chief - Crime Re	search Section	a"	
B. Specify employee's most noteworthy special talents (such as investi	gator, desk man, resea	rch, instructor, speaker);
Desk Man	Yes		
C. (1) Is employee available for general assignment wherever needs of comments.) (2) Is employee available for special assignment wherever needs of comments.)	service require? Yes	(If answer is not "yes	s," explain in narrative
D. 1. Has employee had an abnormal sick leave record during rating per leave or LWOP for illness) during rating period than the amount of s question is "yes," explain in narrative comments.)	riod? <u>No</u> 2. Has e lick leave earned durin	mployee used more sick g such period?	t léave (including annual If answer to either
E. Is employee qualified to operate a motor vehicle incidental to his off If answer is "yes," personnel file must reflect the following: (a) Ha (b) Is physically fit to drive. (c) Past safe driving record OK or has	ficial duties? [X] Yes as valid State or local s passed Bureau road t	No operator's license for tyest.	ope vehicle he is to use.
ADJECTIVE RATING: EXCELLENT Outstanding, Excellent, Satisfactor	ory. Unsatisfactory	EMPLOYEE'S INI	ITIALS

MILTON A. JONES

Special Agent - Section Chief Crime Research Section Crime Records Division

This Section Chief is a 26-year veteran with the FBI. He has been in his current capacity since March, 1944 in the Crime Records Division. Mr. Jones makes an outstanding personal appearance. He is extremely meticulous in paper work. He is cool under constant pressure and tension. I particularly appreciate his loyalty and dedication to the Director, the Bureau and to his Division. He has a firm manner in dealing with employees that makes them understand he means business. His personnel respect him accordingly. This Section Chief extends complete cooperation with his Division head. He is amenable to instructions yet he does not hesitate to speak up when the situation demands.

This man has not had any sick leave during the rating period. He has not received any letters of censure or commendation.

Mr. Jones is a man of high morality. He is an outstanding leader in religious circles. He is of great assistance to his Division head inasmuch as he constantly makes his personnel "toe the line." This employee needs very little supervision. He keeps his Section in good administrative shape. He is a very dedicated and loyal employee.

This Section Chief is definitely entitled to the rating of "Excellent."

DAY

NARRATIVE COMMENTS

1. PERSONAL APPEARANCE AND PERSONALITY:

See Special Narrative Comments

2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:

N. A.

3. <u>LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING PERFORMANCE; AND SICK LEAVE INFORMATION:</u>

See Special Narrative Comments

4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE, INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED:

See Special Narrative Comments

MA PORC



5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED:

None

6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS: (List items taken into consideration on rating guide and check list.)

None

7. PARTICIPATION IN INFORMANT PROGRAMS

N. A.

8. TESTIFYING EXPERIENCE AND ABILITY:

N. A.

9. ACCOUNTING INFORMATION:

N. A.

10. POLICE INSTRUCTION:

N. A.

11. RESIDENT AGENTS:

N. A.

man &

12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:

N. A.

13.	FOREIGN	LANGUAGE	ABILITY

	Language in which proficient Non5			
	Language in which proficient	-3 - 1 - 1 - 1 - 1 - 1 - 1	<u>.</u>	
	r went in ianguage to extent Agent can nandi	e typical i	nvestigative	
	problems as follows: (1) Conversation form Yes No (2) Written form Yes No			
	Evaluate language proficiency in each phase as excellent, very gounsatisfactory	od, good, f	air or	_
	Language Read Write	Speal	<u>Understa</u>	nd
			·	_
			_	
	Frequencylanguage ability used during rating per	riod:		
	Frequency of use oflanguage ability anticipated	during ens	uing yęar:	-
14,	ADMINISTRATIVE ADVANCEMENT:			
	(a) Agent is interested in administrative advancement.	X Yes	□ No	
	(b) Agent is completely available for administrative advancement.	X Yes	□ No	
	(c) Agent is considered completely qualified at present for administrative advancement, including experience, ability,	,		
	personality and appearance.	X Yes	□ No	
	(d) If answer to (c) is "Yes," Agent's qualifications considered yery good x excellent outstanding			
	(e) If answer to (c) is "No," Agent considered to have potential for future administrative advancement. (If applicable,			
	explanatory comments required.)	Yes.	□ No	

my

FD-2	89	3/2	8-5	6	ì
-1.5	-7	1	- 7	~	•



PAST SAFE DRIVING RECORD CERTIFICATION

NAME OF OPERATOR (GRINT = LAST, FIRST, MIDDLE INITIAL)	DATE
JONES, MILTON A.	3-31-65
DIVISION AND SECTION ASSIGNED	POSITION TITLE
Crime Records/ Crime Research	Special Agent
THIS IS TO CERTIFY THAT I PRESENTLY HOLD DOT DRIVER'S LICENSE.	NOT HOLD A VALID MOTOR VEHICLE OPERATOR'S PERMIT OR
PERMIT ISSUED BY: PROPERTY PRO	PERMIT NUMBER PERMIT EXPIRES
POSSESSION, DISTRICT).	J15-5-16-09409-841110 1-31-67
THIS IS AN UNRESTRICTED (RESTRICTED) PERMIT. (IF RESTR	ICTED, EXPLAIN BELOW)
THIS FURTHER CERTIFIES THAT DURING THE PAST THREE YEARS ALLY OWNED) APPROXIMATELY // 800 MILES. DURING TRAFFIC VIOLATION TICKET; (B) I HAVE HAVE NOT INVOLVED IN A TRAFFIC ACCIDENT. IF AFFIRMATIVE ANSWER DATES OF OFFENSES.	THIS TIME (A) I THAVE THE HAVE NOT RECEIVED A BEEN HELD AT FAULT* AS THE DRIVER OF A MOTOR VEHICLE
* \	
* "ÁT FAULT" MEANS ANY CASE IN WHICH RESPONSIBLLITY IS CONCÉDED BY EMPLOYEE OR HIS INSURANCE COMPANY	1100000
OR LIABILITY IS FIXED BY DULY CONSTITUTED AUTHORITY.	SIGNATURE OF SPERATOR
	DOLE INITIAL) POSITION TITLE DATE
NAME OF REVIEWING OFFICIAL (PRINT - LAST, FIRST, MIC	DOCK THIS I TOUR THE
DeLOACH, CARTHA D.	Assistant Director 3/31/65
The state of the s	AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE
THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED	AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE
THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURIN	O AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE
THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING CONTINUOUS SAFE DRIVING RECORD	O AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE
THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING CONTINUOUS SAFE DRIVING RECORD INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT ITS CERTIFY THAT THIS EMPLOYEE IS: QUALIFIED ON THE BASIS OF HIS SAFE DRIVING	AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE NG THE PAST THREE YEARS:
THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING CONTINUOUS SAFE DRIVING RECORD INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT ILLUSTRATES CONTINUOUS SAFE IS:	ALIFICATIONS BY SATISFACTORILY PASSING
THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING CONTINUOUS SAFE DRIVING RECORD INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT INCIDENT THAT THIS EMPLOYEE IS: OUALIFIED ON THE BASIS OF HIS SAFE DRIVING OFFICIAL BUSINESS.	AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE NG THE PAST THREE YEARS: FAULT ** RECORD TO OPERATE MOTOR VEHICLES ON ALIFICATIONS BY SATISFACTORILY PASSING MOTOR VEHICLE ON OFFICIAL BUSINESS.
THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING CONTINUOUS SAFE DRIVING RECORD INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT INCOMPLY THAT THIS EMPLOYEE IS: QUALIFIED ON THE BASIS OF HIS SAFE DRIVING OFFICIAL BUSINESS. NOT QUALIFIED AND MUST DEMONSTRATE HIS QUALIFIED AND MUST DEMONSTRATE M	ALIFICATIONS BY SATISFACTORILY PASSING
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THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING CONTINUOUS SAFE DRIVING RECORD INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT INCIDENT CONTINUOUS SAFE DRIVING OFFICIAL BUSINESS. OUALIFIED ON THE BASIS OF HIS SAFE DRIVING OFFICIAL BUSINESS. NOT QUALIFIED AND MUST DEMONSTRATE HIS QUAL A ROAD TEST EXAMINATION BEFORE OPERATING A REMARKS:	AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE NOTICE THE PAST THREE YEARS: FAULT ** RECORD TO OPERATE MOTOR VEHICLES ON ALIFICATIONS BY SATISFACTORILY PASSING MOTOR VEHICLE ON OFFICIAL BUSINESS. BEG.D. FRANKE SAME



UNITED STATES DEPARTMENT OF JUSTICE FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

Director Federal Bureau of Investigation United States Department of Justice Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction white employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall preceive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of montes in the fund at the time any liability shall occur.

XECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO	THE BUREAU,			
Official Bureau Name (please type or print)	Date	Office	of Assignment (or SOG Division)	
BA MILITON A JONES	3-1	3-65 D	re persones	_
The following person is designated as my beneficiary for Spec	cial Agents Ins	urance Fund:		h6
Name (primary beneficiary; use given first name if female)			Relationship	_b0
Jannie m. Jones	-	-	lufe	
Address 911 Olpine Plue	ans	ioudo	le væ	
Name la land floiore if desired: use given first name	if fomale)	5 B J 74		$\overline{}$
)
Add 6911 Olpine Pr	we	ann	audale Do	_
Do you desire to designate the above listed beneficiaries as t Chas. S. Ross Fund as well? Yes No If not, the	the beneficiary e entire followi	and contingent being portion must be	neficiary respectively of the	
and a region and an activity (The result of		ng poteton mase o		-
The following person is designated as my beneficiary	under the Chas	. S. Ross Fund p	oviding \$1500 death benefit to	
beneficiary of agents killed in the line of duty, other than tra	vel accidents.			•
N- (Citation 12 of the Control of th			D-1-45-5-155	
Name (primary beneficiary; use given first name if female)			Relationship	
Address	*****			
Name (contingent beneficiary, if desired; use given first name	e if female)	-	Relationship	
	-	- <u>-</u> -	.	
Address	,	*	* **	_
<u> </u>		, 3		<u> </u>
		Very truly yours,		
Doumont Passing		, 0.5 0.4.5.5 0.4.0,	/)	
Payment Received Special Agents Insurance Fund	-	30 1-6	<u>, </u>	_
opeolar Agents thougance, Fund	ea.	XMINY	on to Lane	
MAR 1 7 1-25		III WELL	na jones	<u></u>
reaction of the second of the	;	Special Agent		
J. Edgar Hoover, Director 75	~		3-ecd	

	OPTIONAL FORM NO. 10 MAY 1962 EDITION GSA GEN. REG., NG. 27 Tolson
	UNITED STATES GOVERNMENT
	Memorandum b7c fallahan felt
то :	Mr. DeLoach DATE: 4-30-65 Gale Rosen Sullivan Tavel
FROM :	M. A. Grones Gandy
SUBJECT;	SPECIAL RESEARCH PROJECT APRIL 29-30, 1965
	In connection with a special research project which you gave to me at approximately 4 p. m. yesterday and desired in your hands prior to 10 a. m. this morning, I wanted to call to your attention the exceptionally fine spirit of cooperation displayed by 3 clerical employees of this section. Mrs. remained until 11:37 p. m. last evening to work on the project. Miss came in this morning at 7:15 a. m., while Mrs. worked last evening until 8:50. All of these girls cancelled previous plans and willingly helped out and did a fine job.
	RECOMMENDATION:
	That a copy of this memorandum be placed in the personnel file of each of these employees.
	b6 b7c.
	1 - Mr. Callahan 1 - Personnel file of 1 - Personnel file of 1 - Personnel file of 8 - 109106 - 389 Searched Numbered 7 MAY 3 196599
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į	MAY 5 1965



UNITED STATES DEPARTMENT OF JUSTICE FEDERAL BUREAU OF INVESTIGATION

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Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

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May 5, 1965

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.>

Kerime Records

Dear Mr. Jones:

The personnel in the Crime Research Section who participated in the preparation and presentation of the Bureau's portion of the "Early Bird" telecast last Sunday performed in a noteworthy fashion and I am pleased to commend them. through you.

Their enthusiasm, skill and efficiency as well as their dedication in foregoing their per MAY 10 1965 sonal convenience in order to be of assistance, were of the highest caliber and their efforts contributed. greatly to the professional manner in which our portion of the show was handled. Much credit has come to the Bureau as a result of the excellence of our presentation and I want you to convey my appreciation to those who took part.

Tolson Belmont Mohr . DeLoach

Callahan Contad .

Felt Gale Sullivon, Trotter

TELETYPE UNITE

1 - Mr. DeLoach (Personal Attention)

Copies of this letter will be placed in files of appropriate 2 E2 PH 'SE personnel.

1 - Miss		(Sent Direct)
Curp. Alea	11001	(から)としこ (1923-19)

MA1 17 1965 =3-944£367-109106

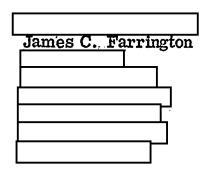
CTP:dks (13)Based on memo DeLoach to Mohr 5-3-65 re: "FBI Presentation in 'Early Bird' Telecast, Sunday, May 2, 1965."

Sincerely yours J. Edgar Hoover

Copies prepared and attached for placing in files of: (Over)

b7C

Letter to Mr. Milton A. Jones Washington, D. C.



b6 b7C

MAY 1962 EDITION GSA GEN, REG, NO. 27 Tolson Belmont UNITED STATES GOVERNMENT Mohr. MemorandumGale July 8, 1965 b6 b7c то Rosen DATE: Mr. DeLoach Sullivan Tavel MILTON A. JONES Trotter FROM SUBJECT: PERSONNEL MATTER As a matter of record, I wanted to report an automobile accident in which I was involved at Beaver Dam, Kentucky, around noon on June 22nd when on Annual Leave. My wife and I were driving south on U.S. 231 through the southern part of Beaver Dam at a speed of approximately 20 mph. when a 4-year-old girl named darted across the road **b**6 b7C and ran into the left side of our car. I tried to swerve to the right and applied brakes but she received a rather severe bump on her head. An ambulance was called and appropriate reports were made to local police. Kentucky State Police and my insurance company. All witnesses expressed the belief that the accident was totally unavoidable. The little girl remained in the hospital for 2 days and was released. She apparently will suffer no permanent injury. RECOMMENDATION: For information. mon use Searched MAJ:jo JUL 12 1965 **REC-145**

OPTIONAL FORM NO. 10

JUL 141965 83

FD-281a (Rev. 12-9-57)

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

I certify that I have received the following Government property for official use: **Actumed**

American Nazi Party monograph

65 E 1191

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE-ONITION MUTILATE IT IN

Very truly yours,

0

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

Date	6-1-65
Daw	

I certify that I have x received returned the following Government property for official use:

Minutemen: Extremist Guerrilla Warfare Group #343

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

2 July 4 1965

Very truly yours,

(Signature)

(Typed name) _

Milton A. Jones

Nul

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

6-1-65

I certify that I have received the following Government property for official use: DEXINNECK

Nation of Islam #120 (monograph)

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY

הטנו

Very truly yours,

Milton A.\Jones

(Signature)

Standard Form 88 (Rev. Jane 1956)	d/ 8	
Bureau Ather Budget - REPORT OF MEDICAL Circular A-32 (Rev.)	EXAMINATION -	88-107
TO LAST NEME-FIRST NAME-MIDDLE NAME	2:GRADE AND COMPONENT OR POSITION	3% IDENTIFICATION NO.
Wones Milton HNKers	SA	- ,
HOME ADDRESS (Number, street or RFD, city or town, zone and State)	5 PURPOSE OF EXAMINATION	6. DATE OF EXAMINATION
		10 11 15
7. SEX 8. RACE 1 17 19 TOTAL YEARS GOVERNMENT SERVICE	10, AGENCY 11; ORGANIZATION-UI	1-14-65
7. SEX 9. TOTAL YEARS GOVERNMENT SERVICE	10, Agency 1 11 OKSANIZATION OF	.,, (
12. DATE OF BIRTH 13. PLACE OF BIRTH	14. NAME, RELATIONSHIP, AND ADDRESS OF N	EXT OF KIN
The bottle of billing	_	
1-211-13 Monticallo Ky	-	ست مد عو دست
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS	16/ OTHER INFORMATION	9-
NNMC		
17. RATING OR SPECIALTY	TIME IN THIS CAPACITY (Total)	LAST SIX MONTHS
	<u> </u>	
CLINICAL EVALUATION NOTES. (Describe ever	y abnormality in detail. Enter pertinen ontinue in item 73 and use additional sh	t item number before each eets if necessary.)
MAL umn; enter "NE" if not evaluated.) MAL		• •
18. HEAD, FACE, NECK, AND SCALP		
19. NOSE	,	
20. SINUSES	-	
21. MOUTH AND THROAT 22. EARS—GENERAL (Int. & ext., canals) (Auditory) acuity under tiems 70 and 71)		å
123, DRUMS (Perforation)		-
24. EYES—GENERAL (Visual acusty and refraction under stems 09, 60 and 67)		
25. OPHTHALMOSCOPIC	, ,	
26. PUPILS (Equality and reaction)		
27. OCULAR MOTILITY (Associated parallel more-	*	
28. LUNGS AND CHEST (Include breasts)		
29. HEART (Thrust, size, rhythm, sounds)	•	
30. VASCULAR SYSTEM (Varicosities, etc.)		
31. ABDOMEN AND VISCERA (Include hernia)		
32. ANUS AND RECTUM (Hemorrhoide, fietulae) (Prostate, sf indicated)		
33, ENDOCRINE SYSTEM 34, G-U SYSTEM		,
35. UPPER EXTREMITIES (Strength, range of motion)		700
A. 36's FEET	67-1091	06-394
	G-132 Earched	jumbered
38, SPINE, OTHER MUSCULOSKELETAL		30 1965
39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	3002	80 1000
39. IDENTIFYING BODY MARKS, SCARS, TATTOOS 40° SKIN, LYMPHATICS 41. NEUROLOGIC (Equilibrium tests under item 72) 42. PSYCHIATRIC (Specifyany personality deviation)	Tura .	Line .
41. NEUROLOGIC (Equilibrium teets under stem 72)	1:4	
42. PSYCHIATRIC (Specify any personality deviation) 43. PELVIC (Females only) (Check how done)		2/10
VAGINAL RECTAL	(Continue in item 73)	
.44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respect	(pely.) REMARKS A	ND-ADDITIONAL DENTAL
O-Restorable teeth X-Missing teeth	6 X8)—Fixed bridge, brackets to include abutments	•
l-Nonrestorable teeth XXXX-Replaced by dentures	include abutments	m. Type III
1 2 3 4 5 6 7 8 9 10 11 12	13 14 15 16 E CHS	ن ج
H 32 31 30 29 28 27 26 25 24 23 22 21	20 19 18 V F MO	Clekecto Natio
to the same of the	% \	
LABORATORY FINI		
B. ALBUMIN (NO)	46. CHEST X-RAY (Place, date, film number	ana result)
c. SUGAR	16804-65-1/	Dine D
47. SEROLOGY (Specify test used and result) 48. EKG. 49. BLOOD TYPE AND RH	50. OTHER TESTS	
FACTOR.		
nea will will all and the	II jack	No.
9 WUG 3 1965	Mar. A	
. A 1200 1000	• • • • • • • • • • • • • • • • • • • •	

BLOOD PRESSURE (Arm at heart level) BLOOD PRESSURE (Arm at heart level) SS. A. SYS. 30 B. SYS. STANDING DIAS. G. SYS. A. SITTING C. SYS. A. SITTING C. STANDING DIAS. DISTANT VISION GHT 20/ 2 D CORR. TO 20/ 2 D BY S. FT 20/ 3 O., CORR. TO 20/ 2 D BY S. HETEROPHORIA (Specify distance) ES° EX° R. H. L. H. PRISM DIV. ACCOMMODATION GHT LEFT GIANT VISION (Test used and result) FIELD OF VISION HEARING 71. AUDIOMETER	BUILD: Check one) B. AFTER OX OX	PRISM C. 65. DEL	CONV. TT PTH PERCEPT Cet used and D LENS TEST 72.	H correction	PC DUNCOF CORRE 69. INT CAL AND PS	PD RECTED RACCULAR TEN SYCHOMOTOR	TANDING
BLOOD PRESSURE (Arm at heart level) A. SYS, 130 B. SYS. C. SYS. A. SITTING GITTING DIAS. DISTANT VISION CORR. TO 20/ 2 D BY S. HETEROPHORIA (Specify distance) ES° EX° R. H. L. H. PRISM DIV. ACCOMMODATION GHT WY 15 SV 15 15 C. SYS. A. SITTING DIAS. FIELD OF VISION FIELD OF VISION TO 20/ 2 D BY S. CORR. TO 20/ 2 D BY S. FIELD OF VISION FIELD OF VISION FIELD OF VISION FIELD OF VISION TO 20/ 2 D BY S. FIELD OF VISION FIELD OF VISION FIELD OF VISION TO 20/ 2 D BY S. FIELD OF VISION FIELD OF VISION FIELD OF VISION TO 20/ 2 D BY S. FIELD OF VISION FIELD OF VISION FIELD OF VISION TO 20/ 2 D BY S. FIELD OF VISION TO 20/ 2000 2000 2000 2000 2000 2000 2000	ox ox /.	PRISM C 65. DEI	C. 2 MIN. A 61. 61. 72.	CORR. TO	PC Divide PC Divide PC CORRE 69. INT	PD RECTED	grigo.
DISTANT VISION DISTANT VISION CORR. TO 20/ D BY S. HETEROPHORIA (Specify distance) ES° EX° R. H. ACCOMMODATION GHT WY ACCOMMODATION FIELD OF VISION TIS SV. D TIS S	ox ox /.	PRISM C 65. DEI 68. REI	CONV. TO PTH PERCEPT cest used and D LENS TEST 72.	CORR. TO	PC UNCOF CORRE 69. INT CAL AND PS	S BY PD RECTED RACCULAR TEN	grigo.
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GHT 20/ 2 D CORR. TO 20/ 2 D BY S. FT 20/ 3 D. CORR. TO 20/ 2 D BY S. HETEROPHORIA (Specify distance) ES° EX° R. H. L. H. PRISM DIV. ACCOMMODATION 64: COLOR VISION (Test used and result) GHT LEFT 67. NIGHT VISION (Test used and score) FIELD OF VISION 71. AUDIOMETER GHT WV 1 S 1/15 SV 1 1/15 RIGHT LEFT 20/ 2 D BY S. FI 20/ 3 D BY S. FI 20/ 3 D BY S. FRISM DIV. FRIS	ox ox /.	PRISM C. 65. DE 67. (77.	CONV.	TION SECTED	PC UNCOF	BY D BY D PD RECTED CTED FRAOCULAR TEN SYCHOMOTOR	
FT 20/ 3 O., CORR. TO 20/ 2 D BY S. HETEROPHORIA (Specify distance) ES° EX° R. H. L. H. PRISM DIV. ACCOMMODATION GHT LEFT FIELD OF VISION FIELD OF VISION TO SUPPOSE THE PROPERTY OF TH	ox , \?\}`4.	PRISM C. 65. DE 67. (77.	PTH PERCEPICAL USED AND LENS TEST	TION SECTED	PC UNCOF	PD P	
HETEROPHORIA (Specify distance) ES° EX° R. H. L. H. PRISM DIV. ACCOMMODATION 64. COLOR VISION (Test used and result) GHT LEFT 67. NIGHT VISION (Test used and score) HEARING 71. AUDIOMETER GHT WV 75 /15 SV 75. /15 FIT WV 75 /15 SV 75. /15 RIGHT LEFT NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY	\?\j~.	65. DEI	PTH PERCEPT est used and	TION SECOND	PC UNCOF	PD RECTED COTED TRAOCULAR TEN SYCHOMOTOR	<u></u>
ACCOMMODATION 642 COLOR VISION (Test used and result): GHT LEFT 67. NIGHT VISION (Test used and score) 67. NIGHT VISION (Test used and score) 68. HEARING 71. AUDIOMETER GHT WV 715 SV 715 RIGHT LEFT RIGHT LEFT NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY	\?\j~.	65. DEI	PTH PERCEPT est used and D LENS TEST	PSYCHOLOGI	ÜNCOF CORRE 69, INT	PD RRECTED CTED FRAOCULAR TEN	<u></u>
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		27. HÂYE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF:	
ı	1	A, SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.	
-		B. INABILITY TO PERFORM CERTAIN MOTIONS	
	V	C, INABILITY TO ASSUME CERTAIN POSITIONS	1
	V	D. OTHER MEDICAL REASONS (If yes, give reasons)	-
	. /	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUB-	ů.
		STANCE?	ı
	~	29, DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)	
	V	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)	;
		31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)	i i
		32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred)	· · · · · · · · · · · · · · · · ·
,		33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATOR IUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)	1 . 2 2 and freele in
7		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED! (If yes, specify when, where, and give details)	34 Jephond feede m
	. ~	35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS. PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give com- plete address of doctor, hospital, clinic, and details)	, - , , , , , , , , , , , , , , , , , ,
	V	36, HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS1 (If yes, which illnesses)	· · ·
	/	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL MENTAL OR OTHER REASONS! (If yes, give date and reason for rejection)	
	/	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL MENTAL, OR OTHER REASONS! (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or un- suitability)	-
	/	39. HAVE YOU EVER RECEIVED. IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY! (If yes, specify what kind, granted by whom, and what amount, when, why)	
I AUT	HORIZE	ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONE	LIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. ID ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOS
		MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.	SIGNATURE
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ALL.	CIAN'S	TO N A , TONES	Physician shall comment on all positive answers in items 20 thru 30
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Attachment to Standard Form 88, Report of Medical Examination For Information and Guidance of Medical Examiner

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Desirable Weight Ranges for Males

			
Height	Small Frame	Medium Frame	Large Frame
5' 4"	117 - 125	123 - 135	131 - 148
5′ 5″.	120 - 129	126 - 139	134 - 152
5′ 6″	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - 162
5/8"	132 - 141	138 - 152	147 - 166
5′ 9″	136 - 146	142 - 156	,151 - 170
5' 10"	140 - 150	146;-161	155 - 175
5' 11" ==	144 - 154	150 - 166	160 - 180
A 2 11 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	148 - 158	154 - 171	164 185
L 6' 1"	152 - 163	158 - 176	169 - 190
6' 2"	156 - 167	163 - 181	174 - 195
6'.3"	160 - 171	168 - 186	178 - 200
6' 4"	169 - 180	178 - 196	188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

4.	Examinee's frame is small medium, Idrge	-
5.	Considering above weight table, the examinee's frame, and other individual physical characters is present weight Satisfactory Excessive Deficient	cteristics
6.	Under proper medical supervision, examinee should losepounds	•
	gainpounds	
_	· · · · · · · · · · · · · · · · · · ·	
'Ke	emarks:	b6 b7C

(Signature of Medical Examiner)

1(Date)

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AUG 27 10 50 AM 63 REC'D-READING ROOM

Mr. Campbell Jones 640 Fourteenth Street Bowling Green, Kentucky 42101

Dear Mr. Jones:

I understand that on September 1st you will celebrate your 90th birthday and on this most festive occasion I want to extend my heartiest best wishes and congratulations.

It is my hope you will continue to enjoy good health and that the future years will bring you an abundance of happiness.

Sincerely yours,

MAILED 39 AUG 2 7 1965 COMM-FRI

1 - Mr. DeLoach

1 - Mr. M.A. Jones

mailing list and is the father of Special Agen

NOTE: Mr. Jones is on the mailing list and is the father of Special Agent Milton A. Jones, Chief of the Crime Research Section. Mr. Campbell Jones is still in good health, is active in garden work and just recently gave up driving his automobile.

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Felt Gale Rosen Sullivan Tavel Trotter

Sullivan
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Tele. Room
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at 30 Mills

QUM 19 AUG 80 1965

FERS. REC. UNIT

OPTIONAL FORM NO. 10 MAY 1942 EDITION GSA GEN, REG, NO. 27 5010-106

UNITED STATES GOVERNMENT

Memorandum

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: Mr. DeLoach

DATE:

12-6-65

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FROM

M. Alleghos

SUBJECT:

GREATER ANNANDALE RECREATION ASSOCIATION, INCORPORATED

For record purposes, you are advised that the writer was recently re-elected as a member of the Board of Directors of the above organization whose primary activity at the present time is the operation of a swimming pool in Annandale, Virginia. This is a private pool which is available only to stockholders and their guests. It has no restrictions, however, with regard to race. The only benefit received by members of the Board of Directors is that their families get free swimming privileges.

There will be no interference with my FBI work caused by being a member of the Board of Directors of this swimming pool.

RECOMMENDATION:

For information.

1 - Mr. DeLoach

1 - Mr. Callahan

MAJ:jma', a

REC-137

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1 DEC 9 1965

FD-281a (Rev. 8-1),-64)

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

Date 10 - 19 - 6

I certify that I have received returned the following Government property for official use:

Alternate Parking Permit Space 61, North Court Internal Revenue

RETURNED

Alternate Parking Permit Space 66, North Court Internal Revenue

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours

(Signature)

(Typed name)

Milton A. Jones

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C. **b**6 Dear Mr. Jones: b7C I want to commend you and, through you, Special Agent and Messrs. for the fine work done in connection with the Bureau's "Ten Most Wanted Fugitives" program during the past year. The success which this highly important and well-known program realized can be attributed in no small measure to the diligent, industrious and competent fashion in which each of you handled this individual responsibilities. Much credit has come to the Bureau through this means and I want to thank you for your excellent leadership and ask that you convey my appreciation REC-140. to those who assisted. Sincerely yours, J. Edgar Hoovers, Scarched JAN 12 1966 1 Mr. Wick (Personal Attention) Individual letters of commendation as recommended are not warranted and copy of this letter is being placed in the files of appropriate personne 1 - Miss (Sent Direct) CTP (9) 66-109106 Based on memo Jones to Wick 1-5-66 and addenda Special Investigative Division 1-6-66 and Administrative Division 1-17-66 re "Ten Most Wanted Rugitives, "Commendation Matter. Copies of this letter prepared and attached for placing in files of: land TELETYPE UNIT

FD-255 (Rev. 5-27-64)



UNITED STATES DEPARTMENT OF JUSTICE FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

Director Federal Bureau of Investigation United States Department of Justice Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO TH	IE BUREAU	
Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA MILTON A. JONES	1-3-66	Cime Recide
The following person is designated as my beneficiary for Specia	l Agents Insurance F	'und:
Name (primary beneficiary; use given first name if female) Jones		Relationship bo
Address 6911 Olsine Drive P	mand	lale ve
I me (contingent handflois if desired; use given first name if	fomalo)	Relationship
		
6911 Olpine Drice 1	Dinae	dale va.
Do you desire to designate the above-listed beneficiaries as the Chas. S. Ross Fund as well? Yes No If not, the e	beneficiary and cont ntire following portic	ingent beneficiary respectively of the on must be executed.
The following person is designated as my beneficiary unbeneficiary of agents killed in the line of duty, other than travel	der the Chas. S. Ros accidents.	s Fund providing \$1500 death benefit to
Name (primary beneficiary; use given first name if female)	*	Relationship
	,	7.54
Address	,	
Name (contingent beneficiary, if desired; use given first name if	female)	Relationship
		
Address Payment Received	<u></u>	415
Special Agraits, Insurance Fund		
JAN 17: 75	Very trul	y yours,
J. Fdgar Hoover, Director	\sim \sim	illa a tone
143	Special	Agent
		V

3-ecd

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

OMITHOUGHTOUPHING	MI OF OUDIQUE
Date _	12-9-65
I certify that I have received returned the foll	owing Government property for official use:
NEW TIME AND ATTENDANCE MANUAL 11-16-65	
RETURNED	Pro Sent 12-9-65
OLD TIME AND ATTENDANCE MANUAL, 8-1-60	# 295 desleaged in Pro Sect 12-9-15
	FILD
No de transfer de la companya de la	31
READ	Very truly yours,
The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.	(Signature) Mulla a Due
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.	(Typed name) Milton A. Jones
7 620 15 1935	42648 D-8

Name:

Milton A!

Title:

Special Agent

Maryany .

EOD:

2-6-39

Grade: GS-16, \$22,331

Non-Veteran

Not on probation

ASSISTANT DIRECTOR:

Mr. Jones, a 26-year seasoned career employee, has served as Section Chief of the Crime Research Section since March, 1944. Business-like in appearance and manner, outstanding in conscientious effort and dedication to duty, he has an enormous capacity for heavy volume of work under the most difficult and tense conditions. By his personal enthusiasm and loyalty to the Bureau, his propensity for assuming responsibility and discharging huge volumes of work, he sets an outstanding example for his subordinates and commands the respect of his superiors. Since the last inspection, he and the personnel of his Section were commended by letter for their contributions in a major project and his performance rating on 3-31-65 was "Excellent." He is a most valuable reservoir of information and expérience and a decided asset in the successful operations of this Division.

> Rating: Excellent

CRIME RECORDS DIVISION INSPECTION December 8, 1965 REW:mjl



See Inspector's Comments Page Two.

b6 b7C

INSPECTOR (RCH:bhg, 12/20/65)

I concur with aforementioned comments. Mr. Jones has spent the major part of his Bureau career in the Crime Records

Division and is thoroughly knowledgeable regarding the highly specialized functions of this division. He has a serious, intense approach to his work and is a dedicated, loyal employee who is completely qualified to handle his current assignment as Section Chief.

OPTIONAL FORM NO. 10 MAY 1962 EDITION GSA GEN. REG. NO. 27 Tolson DeLoach UNITED STATES GOVERNMENT Mohr emorandum Gale Mr. Wick Rosen TO 1-21-66 Sullivan DATE: b7C Tavel. Trotter M. A. Jone FROM LETTER TO COLONEL JOSE G. LUKBAN SUBJECT: DIRECTOR, NATIONAL BUREAU OF INVESTIGATION DEPARTMENT OF JUSTICE MANILA, REPUBLIC OF THE PHILIPPINES By letter of 1-6-66 the Legat in Manila advised that Jose G. Lukban would in the near future again be confirmed in the rank of colonel as Director of the National Bureau of Investigation in Manila. Accordingly, the Legat recommended that a letter of congratulations be sent to Lukban under his proposed new title of colonel and consequently a letter of congratulations addressing him as "Colonel Jose G. Lukban" dated January 12, 1966, was sent to him. This letter was filed and serialized as 62-59673-278 in the regular file of the National Bureau of Investigation of the Philippines. Subsequently, by letter of January 20, 1966, the Training Division sent a letter to Lukban advising him of an invitation to one of his men to the National Academy and after checking with the Bureau Mailing List in the Front Office of this Section on 1-18-66, addressed the letter to him, as "Lieutenant Colonel Jose G. Lukban." The question was raised by Mrs. Brown as to the variation in the titles used. MISS GANDY A check here has revealed that on the occasion of the incoming letter of 1-6-66 together with the handling of the outgoing letter to Lukban of 1-12-66 a notation was placed on the correspondence concerning the Special Correspondents* List change made as of 1-11-66 and a Mailing List card reflecting this change was lin the Section Front Office. The card prepared at the time by Miss was paperclipped to Lukban's set of Mailing List cards for appropriate checking, processing and filing in the Front Office Bureau Mailing List. The changed card was not permanently affixed and inadvertently became detached at the time the inquiry from the Training Division was answered on 1-18-66. His card listing him as Colonel Lukban is now permanently attached to his set of Mailing List Cards. Due to the extremely heavy workload of additions, deletions and changes in the Mailing List, additional available clerical personnel have been pressed into service whenever possible in order to avoid backlog. It is sincerely regretted that the current changed card inadvertently became detached and we will advise all Front Office personnel, including substitute employees, to the absolute need for attention to such matters. RECOMMENDATION: For information See ADDENDUM of 1 - Mr. Wick Hecommend censur Division Page 2

M. A. Jones to Mr. Wick memo RE: LETTER TO COLONEL JOSE G. LUKBAN

ADDENDUM OF THE ADMINISTRATIVE DIVISION: JIC:ped, 1/24/66:

Mr. Wick has advised that the inquiry which has been conducted regarding this dereliction has not fixed individual responsibility for it and it appears that this cannot be down. Accordingly, he recommends that Section Chief Jones be censured since he has the over-all responsibility for the proper operation of the Special-Correspondents' List. In accordance therewith a letter of censure-to SA Milton A. Jones is attached.

Hu What I house I have the

์ ว่ February 4, 1966

PERSONAL

Dear Mr. Jones:

You will be celebrating your Twenty-seventh Anniversary in the Bureau's service, and I just wanted to drop you this note to extend my congratulations to you. I hope the Bureau will have the benefit of your fine services for many years to come.

Sincerely,

EDGAR HOOVE	67- 10	9106	-39	17
RFC-140	Gen-	. A.A	21	Z
1/20		FEB 4	1036	•
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Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

SENT	FROM D.O	
TIME _	845 Ho	1_
DATE_	2/4/60	7
BY		۷.

Tolson DeLoach	-
Mohr Casper Callahan	JEH:edm (3)
Contad Celt Gale	Birthday 2/6 - Sunday
Rosen Sullivan Favel	Birthday 2/6 - Sunday
Trotter	T FEE TO TOO .
fele. Room lolmes Gandy	MAIL ROOM TELETYPE UNIT .

REC-132

January 25, 1966

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

REC'D-READING ROOM

Dear Mr. Jones:

It has been found that an incorrect title was used in connection with an outgoing letter dated January 20, 1966. An inquiry into this dereliction indicates that it was due to improper operation of the Special Correspondents' List which is maintained in your section. As Section Chief, it is your responsibility to insure that this list is maintained and used in an accurate and efficient manner. Obviously, this was not the case in the above-mentioned situation.

Therefore, you should take immediate steps to correct this weakness and to make certain that such delinquencies do not again occur.

MAILED 19 JAN 25 1966 COMM-FBI

Very truly yours,

La Edgar Hoover

John Edgar Hoover Director

b6 b7C

Tolson -DeLoach Mohr -

Casper

Felt

Gale ... Rosen

Sullivan

Tavel _ Trotter 1 - Mr. Wick (Personal Attention)

1 - Crime Records Division Personnel File 1 15 no bil 1tt Based on M. A. Jones to Mr. Wick memo, 1/21/66, MAJ:mjl/gms with Addendum of Administrative Division, JIC:ped, 1/24/66.

JIC:ned (5)

MAIL-ROOM TELETYPE UNIT

RECEIVED-DIRECT OFFICE

DeLoach Mr. Felt. b6 Mr. Gale.. b7C Mr. Rosen. Mr. Sullivan Mr. Tavel. Mr. Trotter_ Tele. Miss Gandy.

February 4, 1966

Honorable J. Edgar Hoover Federal Bureau of Investigation Washington, D. C.

Dear Mr. Hoover:

Thanks so much for your note of today in connection with my Twenty-seventh Anniversary. As I believe Timentioned once before, my original intention was to remain in the FBI for only 2 years. Under your inspiring leadership, however, I have now "overstayed" my original intention by 25 years. The work becomes more interesting each year and I look forward to serving under your guidance for many years to come.

Sincerely yours,

Milton A. Jones

FED

FEB 10 100

FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

	Name of Employee: _	МІГТОЙ	A. JONES	<u> </u>	,	
	Where Assigned:	Crime Reco		Crim	e Research	Section
	Official Position	Title and Grade:	*	ntSectio	(Section, Unit) on Chief G	S-16
T.	Rating Period: from	n 4/1/6	85	to	3/31/66	· · · · · · · · · · · · · · · · · · ·
•		·		·		
	ADJECTIVE RATING	j:	OUTSTANDI		Unsatisfactory	Employee's Initials
	1075	<u> </u>		<u> </u>		
	Rated by:				nt Director	4/1/66
- <u></u>	Reviewed by:	Signatu G. D. D.	Local	assis In l	itle tant Zo tesector	Date 4/1/66
	Rating Approved by:	Signatu Signatur	ohr	Assistar _the_Dire		Date
			TYPE OF RE	EPORT (7- 109	106-39
		X Official X Annus	a RE	C-136	Administrativ	·14 1°63
					90-Day Transfer Separati Special	en from Service
	F. 1.93	38			Special	

3/1





PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL (For use as attachment to Performance Rating Form No. FD-185)

Name of Employee MILTON A. Jo	ONES	Tilla Speci	al Ag	gentSect	cion Chief
None of Employee	· · · ·	Rating Period:	·from _	4/1/65	to3/31/66
	RATING GUIDE A				
Note: Only those items having pertinent bearing compared. RATE ITEMS AS FOLLOWS: Outstanding (exceeding excellent and de Excellent. Satisfactory (good or very good). Unsatisfactory. No opportunity to appraise performance of	eserving of special comm		d. All∙e	mployees in san	ne salary grade should be
Guide for determining adjective rating:					
 "Outstanding" adjective rating requires (A) the narrative details, including reasons for consideration. "Excellent," "Satisfactory" or "Unsatisfactor rather than following any mechanical formulas any performance evaluation factors on the ration such rating factors. Good judgment must be a A. Any element rated "Unsatisfactory" must B. An official rating of "Unsatisfactory" must of the (90-day) prior warning, and (3) the level and must be attached to FD-185a. 	ry" adjective ratings will s; however, for an emplo- ing guide and check-list exercised to insure that be supported by narratives to be supported in writir	Il depend upon the co type to be rated "Exc and must be rating is re adjective rating is re ve comments. ag stating (1) wherein	ellent" Excellent easonab	he must not be r nt" or "Outstand le in the light of formance is uns	ating all rated elements ated unsatisfactory on ing" on the majority of, elements rated.
(1) Personal appearance.	3	(16)	Firearm	s ability.	
(2) Personality and effectiveness of hi (3) Attitude (including dependability, of loyalty, enthusiasm, amenability and	cooperativeness,	(17)	Develop informat Reportin	ment of informar	nts and sources of
equitably share work load). (4) Physical fitness (including health, (5) Resourcefulness and ingenuity. (6) Forcefulness and aggressiveness a (7) Judgment, including common sense proper conclusions, ability to defin (8) Initiative and the taking of appropr	as required. , ability to arrive at ne objectives.	~ "Za 5#	<u></u>	(b) Summary re (c) Memos, lett (Consider: torganiz	ports ers, wires tconciseness; tclarity; ation; thoroughness; eadequacy and pertinen administrative detail.)
responsibility. (9) Planning ability and its application (10) Accuracy and attention to pertinent (11) Industry, including energetic, cons duties.	n to the work. t detail. istent application to		Executi	ance as a witnes ve ability: (a) Leadership (b) Ability to he (c) Planning	andle personnel
(12) Productivity, including amount of a produced and rate of progress on or assignments. Also consider adhereunless failure to meet is attributable employee's control. (13) Knowledge of duties, instructions,	r completion of ence to deadlines le to causes beyond	2 2 2	耋	(d) Making deci (e) Assignment (f) Training sul (g) Devising pro (h) Emotional s (i) Promoting h	of work pordinates pocedures tability
including readiness of comprehensi of application. (14) Investigative ability and results:	ion and "know how"	(21)	Ability	(i) Getting resu	nits gerous assignments:
(a) Internal security cases (b) Criminal or general inv (c) Fugitive cases (d) Applicant cases (e) Accounting cases		<u></u>	Organiz gestions Ability Miscells	s for improvement to work under praneous. Specify	such as making of sug- et. essure. and rate:
(15) Physical surveillance ability.				Dictation abilit	у
A. Specify general nature of assignment during r supervisor, instructor, etc.): Section Chief	most of rating period (su	nch as security, crimi	inal, ap	plicant squad, or	as Resident Agent,
B. Specify employee's most noteworthy special	talents (such as investi	gator, desk man, rese	earch, in	nstructor, speak	er):
Desk Man		<u></u>	.		
C. (1) Is employee available for general assign comments.) (2) Is employee available for special assign comments.)	ment wherever needs of	service require?	es _{(If}	answer is not "y	es," explain in narrative
D. 1. Has employee had an abnormal sick leave leave or LWOP for illness) during rating per question is "yes," explain in narrative comm	e record during rating period than the amount of seconds.)	riod? NO 2. Has	s employ	vee used mare si h period? 100	ck leave (including annual, _(If answer to either
E. is employee qualified to operate a motor vehing fanswer is "yes," personnel file must reflect (b) Is physically fit to drive. (c) Past safe	ct the following: (a) H	as vand State or loca	ai operai	No for s license for	type vehicle he is to use.
ADJECTIVE RATING:	OUTSTANDIN	G		EMPLOYEE'S I	NITIALS

MILTON A. JONES SPECIAL AGENT SECTION CHIEF, GS-16 EOD 2-6-39 CRIME RESEARCH SECTION CRIME RECORDS DIVISION

- 1. Mr. Jones has an outstanding personal appearance, having an athletic posture, businesslike manner, and being well-groomed at all times.
- 2. Sincerity of purpose and an avid interest in the welfare of the Bureau and his associates mark his personality and enable him to attain the respect of his superiors and the cooperation of his fellow workers.
- 3. The strongest factor in the outstanding record of Mr. Jones is his supreme dedication to duty and selfless devotion to performing the best possible job for the Bureau on every occasion. He is conscientious, loyal and dependable to a degree that is exemplary for his associates and in the best tradition of the FBI.
- 4. He has consistently demonstrated the rugged stamina and mental alertness necessary to perform arduous and painstaking work over a prolonged period and under heavy tension.
- 5. His resourcefulness and ingenuity are amply proved on a daily basis in the effective manner in which he directs the operations of the Crime Research Section in urgent projects, short deadline matters, and assignments of a highly delicate nature.
- 6. In carrying out his varied and complex responsibilities of a supervisory nature, he has shown the aggressiveness and forcefulness required to get the job done properly and promptly, and in this respect his burning desire for achieving perfection serves as a driving force.

- 7. He consistently displays sound judgment and keen perception. He has an outstanding ability to define objectives and arrive at proper conclusions, to delegate authority and "follow-up" to assure successful handling, and to produce effective results. By letter dated May 5, 1965, he and other members of his Section were commended for their splendid efforts in connection with the Bureau's part in the "Early Bird" telecast.
- 8. In view of the diverse projects and heavy workload under his supervision as Section Chief, Mr. Jones must necessarily exercise considerable initiative and on a continuing basis he has exhibited a marked competence in taking proper action on his own responsibility whenever appropriate or desirable.
- 9. In coordinating the functions of the five Units in the Crime Research Section, together with directing numerous administrative programs, this Agent has shown outstanding foresight, planning ability, and organizational talent.
- 10. He is a perfectionist and has a well-founded reputation for strict attention to all details and a penchant for accuracy. In view of the enormous quantity of material he reviews and the numerous details under his direction, his record in this category is outstanding, and extremely beneficial to the Bureau.
- Mr. Jones is exceedingly industrious and consistently contributes freely and willingly of his off-duty time and effort. His constant application to his work and the results of his industry are prime reasons for his above average production.
- 12. On a continuous basis, in routine situations and under emergency conditions, he is an outstanding producer of top-level work with minimum supervision and with minimum time expended. His ability to handle a wide variety of supervisory duties and a heavy workload is in large measure responsible for the successful operations of his Section.

- A 27-year seasoned career employee, Mr. Jones has attained a wide knowledge of the Bureau's policies, procedures, and operations. He constantly uses this experience for the guidance of subordinates and for the advantage of the Bureau. In this respect, he and several of the employees of the Crime Research Section were commended by letter of January 10, 1966, for their contributions to the success of the "Ten Most Wanted Fugitives" program in 1965.
- 14. Not applicable.
- 15. Not applicable.
- 16. He is very adept in handling the .38 caliber revolver and other weapons regularly assigned to Special Agents.
- 17. Not applicable.
- 18. In his supervisory capacity, he prepares numerous memoranda and reports, and in this field he shows remarkable clarity of thought, organization of content, and precision of language.
- 19. Not applicable.
- 20. Mr. Jones has served as a Section Chief for more than twenty years and, utilizing his experience and knowledge to the fullest extent, he has during the rating period demonstrated executive competence, leadership and the ability to get the job done to an outstanding degree.
- 21. Not applicable.
- He is always alert to make suggestions for the improvement of Bureau operations and he generates interest and enthusiasm among his subordinates in submitting new ideas and useful suggestions.

- Regardless of pressure or volume of work, this Agent handles all assignments with finesse and efficiency. He has the professional knack of operating smoothly, accurately, and with full proficiency under extremely difficult circumstances and for long periods of time.
- 24. He has a comprehensive vocabulary, masterful command of English rhetoric and grammar, a clear and precise voice, and is consistently rated outstanding as a dictator.

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April 13, 2000 TITO TAL

Lr. Lilton A Folcral Durent of Investigation Vociliation, D. C.

Dear Er. Jones:

I am taking thin occasion to acrico that your superior corvices from Arril 1, 1005, to Earch 31, 1000, have cerated an Outstanding performance rating, which has been approved by the Departmental Committee on Incentive Arards. There is excluded a copy of this rating which you may rotain.

In recognition of this nebicychent, I en pleased to adviso of my opproval of a quality within-crace calary increase in Grace (3) 10 from \$62,831 per assume to \$63,000 per assume, which will be effective the 0, 1060. You have cortainly carned this increase through the effective manager In which you have discharged your responsibilities through-out the past year. I am most appreciative.

MAILED 4 APR 13 1966 COMM-FBI

Dinceroly yours,

J. Edgar Hoover

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REC-1310

1 - Lr. Vici: (VIRCOIAL ATTERTOI) Liciosures (2) You should personally present this spard but should this not be possible or should presentation be unreasonably dolayed by your absonce official acting for you abould present

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Mr. Mohr

4-5-68

N. P. Callahan

WILLIAM V. CLEVELAND Section Chief, GS 16, \$23,687 Special Investigative Division ALFRED B. EDDY Section Chief, GS 16, \$22,331 Special Investigative Division

MILTON A. JONES Section Chief, GS 16, \$22,331 Crime Records Division

OUTSTANDING ANNUAL PERFORMANCE RATINGS

There are attached the annual performance reports for SAs Cleveland, Eddy and Jones in which their services have been rated Outstanding for the period 4-1-65 to 3-31-66. During the current rating period no administrative action was taken against them except for SA Jones who was censured 1-25-66 for error in outgoing correspondence. On the other hand he received two commendations and was rated Excellent on his 1965 performance report. SA Cleveland received one commendation and a Quality Salary Increase effective 5-9-65 in connection with his 1965 Outstanding performance rating. SA Eddy was commended on 4 occasions, received a Quality Salary Increase effective 5-9-65 in connection with his 1965 Outstanding performance rating, and was promoted to Grade GS 16, 12-31-65. Their overtime has been satisfactory.

It is respectfully requested that these ratings be approved and that you, as the Director's Alternate on the Departmental Committee on Incentive Awards, sign both the original and the copy of each of them as the Approving Official. Thereafter they will be transmitted to the Department with other Outstanding ratings for approval by the Departmental Committee on Incentive Awards. SAs Cleveland, Eddy and Jones will then be entitled to incentive awards in the amount of \$400 as has been approved in the past for those below the level of Assistant Director who are in Grade GS 16 or above, or for a Quality Salary Increase of \$678 payable during a 52-week period. None of these men are at the top of their grades or in line for grade promotion thus the Quality Salary Increases would be more beneficial to them at this time.

Enclosures	TOED
LDH:jap: (5)	

b7C

1 - Personnel File of Alfred B. Eddy

D- Personnel File of Milton A. Jones

Memorandum to Mr. Mohr
Re: William V. Cleveland
Alfred B. Eddy
Milton A. Jones
Outstanding Annual Performance Ratings

RECOMMENDATION:

That you, as Approving Official, sign the original and the copy of each of the attached Outstanding performance ratings and upon approval of these ratings by the Department, SAs Cleveland, Eddy and Jones be furnished a copy of his rating and approved for a Quality Salary Increase effective 5-8-66.

PERMANENT BRIEFS ATTACHED.

Mr. Tolson. Mr. DeLoach b7C Mr. Gale. Mr. Rosen. Mr. Sullivan Mr. Tavel. April 14, 1966 Mr. Trotter. Tele. Room Miss Gandy

Honorable J. Edgar Hoover Director Federal Bureau of Investigation Washington, D. C.

Dear Mr. Hoover:

Thanks so much for your letter of April 13th advising me of my outstanding performance rating and the approval of a quality within grade salary increase. Aside from the monetary considerations involved, I want you to know that I feel this is a great honor indeed.

It has been a real pleasure to serve you under the guidance of Mr. DeLoach and Mr. Wick, and I look forward to the years ahead with a great deal of anticipation.

Sincerely yours

SECTION CHIEF-CRIME RESEARCH SECTION

REC-137

2 APR 19 1963

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(Rey-Ju, 1956) Bureau of the Budget Circular A-32 (Rey.)	EPORT OF MEDICAL	EXAMINATION >	88~108
VLAST NAME-FIRST NAME-MIDDLE NAME	0 ,	2. GRADE AND COMPONENT OR POSITION	3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street or RFD, city or tow	n, zone and State)	5. PURPOSE OF EXAMINATION	6. DATE OF EXAMINATION
7. SEX 8. RACE 9. TOTA	A MARIA A ANY DANA MANAGAMBANA	10. AGENCY 11. ORGANIZATION UNI	7-12-66
MILITAR	L YEARS GOVERNMENT SERVICE Y CIVILIAN	10. AGENCY ON	•
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15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS	=110 KY,	16, OTHER INFORMATION	
NINC	,	10. OTHER INFORMATION	
17. RATING OR SPECIALTY		TIME IN THIS CAPACITY (Total)	LAST SIX MONTHS
	Tarama (p. 16)		<u> </u>
NOR- (Check each item in appropriate col- MAL - umn; enter "NE" it not evaluated.)	VPHOW-1	abnormality in detail. Enter pertinent ontinue in item 73 and use additional she	ets if necessary,)
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23 DRUMS (Perforation)			
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28. LUNGS AND CHEST (Include breasts)		que ~) for
29. HEART (Thrust, size, rhythm, sounds)		`	
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33. ENDOCRINE SYSTEM	. `		
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35. UPPER EXTREMITIES (Strength, range of motion)	`		15/66 m 20 1
37 LOWER EXTREMITIES (Except feet) (Strength, range of motion)			
38. SPINE, OTHER MUSCULOSKELETAL		_/3	Le B
39. IDENTIFYING BODY MARKS, SCARS, TATTOOS 40. SKIN, LYMPHATICS	-		7/8/66
41. NEUROLOGIC (Equilibrium tests under item 72)			1100
42. PSYCHIATRIC (Specify any personality destation)	ENCLOSURE	M	1 DIIV
43. PELVIC (Females only) (Check how done)	4	Mr.	
44, DENTAL (Place appropriate symbols above or below n	umber of upper and lower teeth, respecti	(Continue in item 73) REMARKS AND	O ADDITIONAL DENTAL
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45. URINALYSIS: A. SPECIFIC GRAVITY B. ALBUMIN D. MICI	ROSCOPIC	46. CHEST X-RAY (Place, date, film number as	nd result)
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20. HAVE Y	OU EVE	R HAD	OR HAVE YOU NOW (F	Place	chec	k at left of each item)						\$					
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0	HTHQIC	RIA			V	TUBERCULOSIS *		V	RUPŢU	RE				V	FOOT T	ROUBLE	
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1 1/5	WOLLE	N OR PA	AINFUL JOINTS		V	ASTHMA	-	1	PILES	OR RECT	AL DISE	SE		1	PARALY	SIS (Inc.	infantile)
Va	MUMPS				1	SHORTNESS OF BREATH		V	FREQU	ENT OR	PAINFUL	URINATION		Z	EPILEPS	Y OR FITS	}
_ V V	NHOOPI	NG COU	GH *-		V	PAIN OR PRESSURE IN CHEST		1	KIDNE	Y STONE	OR'BLOX	D IN URINE	,	1	CAR. TE	RAIN, SEA.	OR AIR SICKNESS
V	REQUE	IT OR S	SEVERE HEADACHE		1	CHRONIC COUGH .		1	SUGAR	OR ALB	או אואט	URINE		1	FREQUE	NT TROU	LE SLEEPING
1/15	ZZINE:	S OR F	AINTING SPELLS	<u> </u>	V	PALPITATION OR POUNDING HEART		1	BOILS					1	FREQUEN	T OR TERRI	FYING NIGHTMARES
- W	YE TRO	UBLE	_		V	HIGH OR LOW BLOOD PRESSURE			VENER	EAL DISE	EASE			1/	DEPRES	SION OR E	XCESSIVE WORRY
_ V =	AR. NO	SE OR 1	HROAT TROUBLE		V	CRAMPS IN YOUR LEGS		V	RECEN	T GAIN C	R LOSS	OF WEIGHT		1	LOSS O	F MEMOR	OR AMNESIA
1	RUNNING	EARS		_	M	FREQUENT INDIGESTION		V	ARTH	RITIS OR	RHEUMA	TISM	ļ	1	BED WE	TTING	
- V	CHRONIC	OR FF	REQUENT COLDS		V	STÓMACH, LIVER OR INTESTINAL TROUBLE		1	BONE.	JOINT, O	R OTHER	DEFORMITY		1			E OF ANY SORT
4	EVERE	тоотн	OR GUM TROUBLE		1	GALL BLADDER TROUBLE OR GALL STONES		1	LAMEN					V	V		RCOTIC HABIT
U	MUSIT	S			M	JAUNDICE	_	2	LOSS	F ARM. I	EG. FING	ER, OR TOE	_	1	EXCESS	IVE DRINE	ING HABIT
	HAY FEV	ER			V	ANY REACTION TO SERUM, DRUG OR MEDICINE		V	PAINFU	L OR TRIC	CK"SHOUT	DER OR ELBOW		V	HOMOS	EXUAL TE	NDENCIES
21. HAVE Y	OU EVE	R (Ch	eck each item)		-	/	22.	FE	MALES O	NLY: A. I	HAVE YO	J EVER-	B,	СОМ	PLETE TI	E FOLLOY	/ING:
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V	PUTTE	RED OR	STAMMERED		1	COUGHED UP BLOOD	<u> </u>	HAD PAINFUL MENSTRUATION DATE OF LAST PERIOD						, 			
WORN A BRACE OR BACK SUPPORT SLEED EXCESSIVELY AFTER INAURY OR TOOTH EXTRACTION									*			RUATION	QU				EXCESSIVE SCANTY
23. HOW M			E YOU HAD IN THE	24	WHA HEL	AT IS THE LONGEST PERIOD YOU D ANY OF THESE JOBS!	ŀ				AL OCCU			26		U (Check	
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ENCLOSUS 67-167/06-403

YES	ОИ	CHECK EACH TYEM YES OR NO. E	VERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
	ン	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF:	
	1	A. SENSITIVITY TO CHEMICALS. DUST, SUNLIGHT, ETC.	
		B. INABILITY TO PERFORM CERTAIN MOTIONS	
	1	C. INABILITY TO ASSUME CERTAIN POSITIONS	
	- /	D. OTHER MEDICAL REASONS (If yes, give reasons)	
	- <u>-</u> -		
. '	/	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUB- STANCE?	`
	/	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)	•
1	V	50. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)	
- <i>F</i>	/	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)	
7	V	32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE. ANY OPERATIONS? (If yes, describe and give age at which occurred)	•
,	/	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATOR- IUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)	cheaten par when a boy
		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)	and typhaid ferer in 1933 and
		35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS. PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS! (If yes, give complete address of doctor, hospital, clinic, and details)	Books tom findle seved Books tom findle seved infat Fairfox Horpetal, Bunaud 22d - about 2 years apo
-	/	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (II yes, which illnesses)	val-ahout 2 years apo,
	1	51. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL MENTAL OR OTHER REASONS! (If yes, give date and reason for rejection).	-
,	/	38 HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL MENTAL OR OTHER REASONS? (If yes, give date, reason, and type of discharge; whether honorable, other than honorable, for unfitness or unsuitability)	
-	/	39. HAVE YOU EVER RECEIVED. IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABIL- INTY! (If yes, specify what kind, granted by whom, and what amount, when, why)	
I At	JTHORIZE	HAT'I HAVE REVIEWED THE FOREGOING INFORMATION SUPF ANY OF THE DOCTORS. HOSPITALS, OR CLINICS MENTIONE MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.	PLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. D ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES
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TRED	OR PRIN	TED NAME OF EXAMINES DATE	SIGNATURE NUMBER OF ATTACHED SHEETS

U.S. GOVERNMENT PRINTING OFFICE: 1959=O-527655

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ENGLOSURE

67-107186-493

Standard Form 513 Rev. August 1954 pread of the Budge Circular A-32 GOVERNMENT PRINTING OFFICE: 1964-7 CLINICAL RECORD CONSULTATION SHEET REQUEST FROM: (Requesting ward, unit, or activity) REASON FOR REQUEST (Complaints and findings) LIH. Please -PROVISIONAL DIAGNOSIS APPROVED PLACE OF CONSULTATION EMERGENCY 2202 Baileasa. ON SALL ROUTINE D-testas, trusillimete, testes une. Remind observation 6 mos to - no courges as lines it almun

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ones, m.A.	· •	-	•	CONSULTATION SHEET Standard Form 513 513=104-02

5A-FBI 4-50-48

TRIVICALIRU

7-107106-402

Attachment to Standard Form 88, Report of Medical Examination For Information and Guidance of Medical Examiner

Name o	of Examinee		lones	Lási	22_	First		# Middle	,
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SEP 7 8 54 AM '66

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5′ 4″	117 = 125	123 - 135	131 - 148
5′ 5″	120 - 129	126 - 139	134 - 152
5' 6"	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - i 62
5' 8"	132 - 141	138 - 152	147 - 166
5' 9"	136 - 146	142156	151 - 170
5, 10"	140 - 150	146 - 161	155 - 175
5'11"	144 - 154	150 - 166	160 - 180
£6'	148 - 158	154 - 171	.164 - 185.
6' 1"	152 - 163	158 - 176	169 - 190
6' 2"	156 - 167	163 - 181	174 - 195
6′ 3″ ***	-160 - 171	168 ± 186 =	178 - 200
6'4"	169 = 180	178 - 196.	188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

4.	Examinee's frame is is small medium large
5.	Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight satisfactory Sexcessive Deficient
6.	Under proper medical supervision, examinee should lose pounds
	gainpounds
Re	marks:

(Signatur

(Data)

b6 b7C

FORM 3-542 (9-14-64) APPROVED COMP. 7 GEN. U.S. 4-5-63 INLLIEU OF SF/1126 FEDERAL BUREAU OF INVESTIGATION NAME: LAST, FIRST, MIDDLE SOCIAL SECURITY NUMBER JCNES MILTON A 224-60-2482 NOTIFICATION OF BASIC CHANGE CODE - NATURE OF ACTION, DATE OF LAST EQUIV. INCR. EFFECTIVE DATE 892 - QUALITY INCREASE 896 - ADMIN. PAY INCREASE 893 - WITHIN GRADE INCREASE 897 - ADMIN. PAY DECREASE 5/ 8/66 OTHER (SPECIFY IN REMARKS) 894 - PAY ADJUSTMENT GRADE OR LEVEL STEP OR RATE OLD SALARY GS-16 \$22,331.00 \$23,009.00 STEP DATA ON UNPAID ABSENCE PERIOD(S) IN PAY STATUS AT END OF WAITING PERIOD TOTAL EXCESS YES EMPLOYEE'S WORK IS OF AN ACCEPTABLE LEVEL OF COMPETENCE. EMPLOYEE'S PERFORMANCE RATING IS SATISFACTORY OR BETTER. REMARKS: 5/ 5/66 PERSONNEL FILE COPY JOHN EDGAR HOOVER DIRECTOR

38	•		k		The results of the second
M G	OPTIONAL FORM NO. 10 MY 1962 EDITION SA GEN, REG. NO. 27 UNITED STATES (SOVERNMENT	•	0	Tolson DeLoach Mohr
	Memoran	ndum		ъ6 ъ7с	Wick Caspet Callahan Conrad Felt
ró ;	Mr. Wick			-13-66 ∕ \'	Rosen Sullivan Tavel
FROM:	M. A. Jones	JONE	S. Mil	HON AN	Tele. Room
SUBJECT:	ROOM KEYS CRIME RESEA	ARCH SECTION	, (•
	room 4233 as March, 1962, Building were By memorand captioned "Ke Division" (66-this Section of been turned in bulk of keys to volume of papappears that this memorant	being charged to when all Bureau recalled, these um dated 3-14-6 ys, Space in Crit 19006-64) it was not the fourth and in The two keys urned at that times work connected the return of the not recorded in	me. Actually, room keys for stwo particular key, from C. D. D. me Research Section of the mentioned above. In the massed with this projection of the property recourse of record	om 4230 and one leduring the period space in the Justice were turned in the Loach to Mr. Cation, Crime Recall keys to the space years included in the cording and larect at that time it 30 and room 4233 ords. According the fact that the cording the cording the fact that the cording the fact that the cordinates are cordinates as the cordinates are cordinates a	in ce in. allahan ords ce of had this ge were
	RECOMMENI	DATION:			
	1 - Mr. Wick 1 - Mr. Calla		on. Wiss.	of gray	
Di	MAJ:klg (5). letted from A	Area Person	REG 146 rel Jele 8 A. Jones	67-109 Scarched 51 J	Numbered_ AN 6 196722

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

(12-8-66)

I certify that I have received the following Government property for official use:

KLAN ORGANIZATIONS, Sec. III 1958-1964, Copy # 24

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

1': 1966

(Typed name)

31835

Very truly yours,

Name: Milton A. Jones

Title: Special Agent

EOD: 2-6-39

Grade: GS-16, \$23,425

Non-Veteran

Not on probation

ASSISTANT DIRECTOR:

Mr. Jones has over 27 years' experience in the Bureau and has served as the Section Chief of the Crime Research Section since March, 1944. He has a very special ability for handling a tremendous volume of work, extreme diligence in adhering to stringent short deadlines and a personal dedication for assuring that each and every assignment under his direction is properly and promptly completed. Since the last inspection his performance has been marked by exceptional competence and personal enthusiasm for the Bureau's best interests and he has been an outstanding example for his fellow workers. His performance rating on 3-31-66 was "Outstanding." By virtue of his flair for the specialized work of this Division and his wide experience, he is a most valuable asset to the Bureau.

Rating: Outstanding

CRIME RECORDS DIVISION INSPECTION December 5, 1966
REW:llm/jma

M

67-NOT RECORDED 9 DEC 19 1966 See Inspector's Comments Page Two.

350

INSPECTOR (GWH:bhg, 12/13/66)

Mr. Jones presents a substantial, mature appearance, has a serious personality and indicates a deep

dedication to those phases of the Bureau's work handled in his section. He is extremely knowledgeable concerning the work of the Crime Research Section, having been assigned to the Crime Records Division since 1940. He has no problems. He appears fully qualified to continue in his current capacity.

4

FORM 3-542 (9-14-64) APPROVED COMP. GEN. U.S. 4-5-63 IN LIEU OF SF 1126



FEDERAL BUREAU OF INVESTIGATION

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UNITED STATES DEPARTMENT OF JUSTICE FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

Director Federal Bureau of Investigation United States Department of Justice Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding berewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be imade for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is jurification and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which Lunderstand is a continuous period of two years.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe the plant of said land, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of montes in the fund at the time any liability shall occur.

EXECUTE, IN DUPLICATE AND SUBMIT BOTH, COPIES TO THE	BUREAU	م محري	-
Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)	
SA MILTON A. JONES	10 - 2-1-66	Red 8	
The following person is designated as my beneficiary for Special	Agents Insurance Fun	d:	
Name (primary beneficiary; use given first name if female)	-	Relationship	b6
Famil M. Jones		wife	b7C
Address, Call Olfine Drive, Oma	udole i	ra 2 2003	- <u>:</u>
No (contingent) Geiary if 1 first name if f	emale)	Relationshin	
			,-
Address 6911 Olfine Prime Oi	moude	le 1/a. 2 2003	
Do you desire to designate the above-listed beneficiaries as the t	eneficiary and contin	gent beneficiary respectively of the	_
Chas S Ross Fund as well? Yes No If not, the en	tire following portion	must be executed.	
The following person is designated as my beneficiary und	er the Chas. S. Ross	Fund providing \$1500 death benefit to	
beneficiary of agents killed in the line of duty, other than travel	accidents.		
A STATE OF THE STA			-
Name (primary beneficiary; use given first name if female)	, , , , , , , , , , , , , , , , , , , ,	Relationship	
34 W.		<u> </u>	
Address	•		
Name (contingent beneficiary, if desired; use given first name if	emale)	Relationship	
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OCT3 1. 76	- pu	llan africes	
	Special Ag	gent U	
J. Edgår Hoover, Director		- #	-

February 6, 1967

PERSONAL

Dear Jones:

This is your Twenty-eighth Anniversary in the Bureau and I wanted to extend my congratulations to you. I hope you will enjoy the day and that the Bureau will have the benefit of your fine services for many years to come.

Sincerely,

EDGAR HOOVE

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

REC-137

Anniversary 2/6 - Monday

JEH:edm (3)

b6

FEB 8 SENT FROM D. C

b7C

April 11, 1967 PERSONAL

Mr. Milton Aldones Federal Bureau of Investigation Washington, D. C.

Dear Jones:

It is indeed a pleasure to inform you that the exemplary manner in which you have discharged your responsibilities during the past year has merited the approval of a quality within-grade salary increase.

This increase, effective May 7, 1967, is from \$24,095 per annum to \$24,765 per annum in Grade GS 16. I wish to personally commend you for your conscientious devotion to the work of the Bureau.

MAILED 19 APR 11 1967 COMM-FBI

Sincerely, U. Edgar Hoo REC-134

1 - Mr. Wick (PERSONAL ATTENTION) Enclosure

You should personally present this award but should this not be possible or should presentation be unreasonably delayed by your absence official acting for you should present it. polinsa mo

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DeLoach	
Mohr	
Wick	
Casper	
Callahan	
Conrad	
Felt	
Gale	
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Sullivan	
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1 - Movement

(Sent Direct) **Voucher - Statistical Section (Sent Direct)**

TELETYPE UNIT

Mr. Callahan

4-6-67

J. B. Adams

1 - Miss

1 - Personnel file of each agent listed

QUALITY SALARY INCREASES INVESTIGATIVE PERSONNEL CRIME RECORDS DIVISION

Mr. Wick has recommended six agents from his division for Quality Salary Increases in connection with the submission of their 1967 annual performance reports. These are in addition to four Outstanding ratings recommended for personnel in the Crime Records Division. These men were rated excellent or outstanding on all items in their current performance reports and received over-all adjective ratings of Excellent. Mr. Wick in justification certified that they have performed the most important functions of their positions in a manner which substantially exceeds the normal requirement; their work has been highly effective; this exceptional high level of effectiveness has been sustained during the rating period and is expected to continue indefinitely; and when viewed as a whole their performances merit a faster than normal salary advancement.

In addition to the foregoing, they are completely available and their overtime has been satisfactory. There follow additional specific comments regarding each for the past year.

SA Lawrence J. Heim - EOD 3-3-47, GS 15, \$21, 192. No censures and received

Quality Salary Increase effective 5-8-66 for sustained above-average performance during previous year. A Milton A!) Jones - EOD 2-6-39, GS 16, \$24,095. No censures and received Quality Salary Increase effective 5-8-66 in connection with 1906 Cutstanding **b**6 performance report. - EOD 2-4-52, GS 14, \$16,152. No censures and commended twice. SA Donald C. Morrell - EOD 8-18-47, GS 15, \$19,978. He was censured 5-11-66 as he prepared an outgoing communication which contained inaccurate information. Commended on two eccasions. SA - EOD 1-22-51, GS 14, \$17,198. He was censured b6 7-8-66 for correspondence error. Commended once through superior. b7C - EOD 10-13-47, GS 15, \$20,585. Commended once. SA No censures. 167-NC Enclosures LDH:jap_(9)

Memorandum to Mr. Callahan Re: Quality Salary Increases Investigative Personnel Crime Records Division

A careful review of information submitted by Mr. Wick, including performance reports and agents' personnel files, indicates that Quality Salary Increases are justified and would be more suitable recognition for their superior performances than cash awards under the Incentive Awards Program.

RECOMMENDATION:

That SAs Lawrence J. Heim. Milton A. Jones.

Donald C. Morrell,

be approved for Quality Salary Increases effective 5-7-67.





Q

UNITED STATES DEPARTMENT OF JUSTICE FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The Itability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

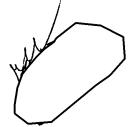
EXECUTE IN DUPLI	CATE AND SUBMIT BOTH CO	PIES TO THE BURI	EAU			
Official Bureau Name	(please type or print)	Date	· · · · · · · · · · · · · · · · · · ·	Office of Assign	nment (or SOG Divi	sion)
SA MILTO	NA. JONE	9 3-	10-67	Cr.	Reco	dr
The following person	is designated as my beneficiar	y for Special Agents	Insurance Fu	ınd:	, , , , , , , , , , , , , , , , , , ,	· · · · · · · · · · · · · · · · · · ·
Name (primary benefi	ciary; use given first name if fo	emale)		Rela	itionship 🦄 🔭	• b6
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Do you desire to desi	ignate the above-listed benefici-	aries as the benefic	iárv and conti	ngent beneficiary	-ı v respectively of th	e e
Chas. S. Ross Fund	as well? Yes No	If not, the entire fol	lowing portion	n must be execute	ed.,	
		. بد ف د د د			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	•
The following	y person is designated as my be killed in the line of duty, other	neficiary under the (Chas. S. Ross	Fund providing	\$1500 death benefi	t to
peneričiary of agems	Kinged III into this of dory,, office	· Man Maker accide.	., 3.	•	•	
Nome (primary hangfi	ciary; use given first name if fe	mala)*		Rela	ationship	1 * 1 T T T T T T T T T T T T T T T T T
Mane Aminara, neuer	cially, abe given inst name, it, it	, maro,			b	
Address	- "		*************************************	·	- (, , , , , , , , , , , , , , , , , , ,	* * *
vadiese	,			*		
Name (contingent ber	neficiary, if desired; use given	first name if female)		Rela	ationship	
Traine (Contingent ber	iorioima, ir gonnom, goo Brion .				•	
Address						
n,uuress	_	1			• ,	•
			**	,	4 4 1 1 1	,
	•		Very trul	y yours,	<u>~</u>	-
**	B 150	,			()	
" •	Payment 11:ved		_	~ 1·		
	Special Agents Insurance Fu	and	1	11/2-	7.00	,
	MAR 1 3, 1837		0.0	0000	000	res
	MINE TO 10 31	•	Special A	Agent "		₩.
	F Floor Harry Dr.					
	J. Edgar Hoover, Director					

8-ecd





FÉDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE



REPORT OF PERFORMANCE RATING

Name of Employee: _	Milton A. Jones	-		
Where Assigned: .	Crime Records	Crim	e Research Sec	tion
Official Position	Title and Grade: Spec	cial Agent - Sec	ction Chief, GS-	16
Rating Period: from	4-1-66	to	3-31-67	`
ADJECTIVE RATING	:EX(Outstanding,	CELLENT Excellent, Satisfacto	ory, Unsatisfactory	Employee's Initials
Rated by:	R. E. Wiele Signature	Assist:	ant Director Title	3-31-67 Date
Reviewed by:	Signature	Assistant D	Title irector MAR 3	L Soft
Rating Approved The	Signature	AEC. 139	Title 109/0	6-401
,	TY	PE OF REPORT	10 APR-	17 1967 2/
	X Official ▼ Annual	1 00	Administrative 60-Day 90-Day Transfer Separatio	n from Service
	62 ADD 19	1067.	Special	6 41

FD:185a (Rev. 11-27-64)

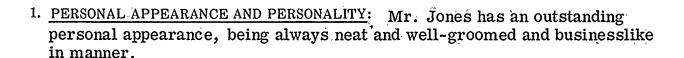




(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A. Jones	Title Special Agent - Section Chief
	Rating Period: from $4-1-66$ to $3-31-67$
RATING GUIDE AND	D CHECK-LIST
Note: Only those items having pertinent bearing on employee's performant compared. RATE ITEMS AS FOLLOWS:	nce should be rated. All employees in same salary grade should be
Satisfactory (good or very good). Unsatisfactory.	
No opportunity to appraise performance during rating period.	
Guide for determining adjective rating: 1. "Outstanding" adjective rating requires (Â) that all elements be + and narrative details, including reasons for considering each worthy of Spec. 2. "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will a rather than following any mechanical formulas; however, for an employe any performance evaluation factors on the rating guide and check-list as such rating factors. Good judgment must be exercised to insure that ad A. 'Any element rated "Unsatisfactory" must be supported by narrative B. An official rating of "Unsatisfactory" must be supported in writing of the (90-day) prior warning, and (3) the efforts made after the warn level and must be attached to FD-185a.	cial Commendation and be attached to FD-185a. depend upon the composite result of evaluating all rated elements be to be rated "Excellent" he must not be rated unsatisfactory on and must be rated "Excellent" or "Outstanding" on the majority of liective rating is reasonable in the light of elements rated.
(1) Personal appearance.	E (16) Firearms ability. O (17) Development of informants and sources of
(2) Personality and effectiveness of his personal contacts. (3) Attitude (including dependability, cooperativeness,	(17) Development of informants and sources of information.
loyalty, enthusiasm, amenability and willingness to	(18) Reporting ability:
equitably share work load). (4) Physical fitness (including health, energy, stamina).	(a) Investigative reports (b) Summary reports
(5) 'Resourcefulness and ingenuity. (6) Forcefulness and aggressiveness as required.	(c) Memos, letters, wires (Consider:
(7) Judgment, including common sense, ability to arrive at	Torganization: Tthoroughness; +
proper conclusions, ability to define objectives. (8) Initiative and the taking of appropriate action on own	of leads;administrative detail./
responsibility.	(19) Performance as a witness.
(9) Planning ability and its application to the work. (10) Accuracy and attention to pertinent detail.	(20) Executive ability: (a) Leadership
(11) Industry, including energetic, consistent application to duties.	(b) Ability to handle personnel (c) Planning
(12) Productivity, including amount of acceptable work	+ (d) Making decisions
produced and rate of progress on or completion of assignments. Also consider adherence to deadlines	(e) Assignment of work (f) Training subordinates (g) Devising procedures
unless failure to meet is attributable to causes beyond	(g) Devising procedures
employee's control. (13) Knowledge of duties, instructions, rules and regulations,	(i) Promoting high morale
including readiness of comprehension and "know how" of application.	(21) Ability on raids and dangerous assignments:
(14) Investigative ability and results:	(a) As leader (b) As participant
(a) Internal security cases (b) Criminal or general investigative cases	(22) Organizational interest, such as making of sug-
(c) Fugitive cases (d) Applicant cases	gestions for improvement. (23) Ability to work under pressure.
(e) Accounting cases	(24) Miscellaneous. Specify and rate: Dictation ability
(15) Physical surveillance ability.	Dictation ability
	And the second s
A. Specify general nature of assignment during most of rating period (such supervisor, instructor, etc.):	
Section Chief - Crime Research Sec	
B: Specify employee's most noteworthy special talents (such as investiga	
Administrator, Desk Man	
Administrator, Desk Man c. (1) Is employee available for general assignment wherever needs of se	ervice require? Yes (If answer is not "yes," explain in narrative
(2) Is employee available for special assignment wherever needs of secomments.)	ervice require? Yes (If answer is not "yes," explain in narrative
D. 1. Has employee had an abnormal sick leave record during rating period leave or LWOP for illness) during rating period than the amount of sic question is "yes," explain in narrative comments.)	
E. is employee qualified to operate a motor vehicle incidental to his offic If answer is "yes," personnel file must reflect the following: (a) Has (b) Is physically fit to drive. (c) Past safe driving record OK or has	passed buteau toda test.
	ENDLOYEE'S INITIAL TO BY
ADJECTIVE RATING: EXCELLENT	

NARRATIVE COMMENTS



2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:

N.A.

- 3. LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING

 PERFORMANCE; AND SICK LEAVE INFORMATION: He is in excellent physical condition and there are no physical limitations on his ability or affecting his performance of duty.
- 4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE, INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED:

He has achieved a remarkable reputation for a capacity to handle a heavy volume of work under extremely high tension and pressure with utmost accuracy and attention to details. He displays extreme diligence in assuring completion of work upon deadlines, executive ability in administering the numerous responsibilities of his position, and contributes to a great extent in the effective operations of this Division through his experience and personal enthusiasm as the head of the Crime Research Section. In this capacity he makes assignments to and supervises the work of 19 Special Agents in six units. His responsibilities are noteworthy in regard to heavy volumes of work, urgent deadlines, delicate nature of assignments, daily decisions in regard to important Bureau operations, and need for wide and varied knowledge. In all these respects over a sustained period of time he has amply demonstrated skill, dedication and competence.

220

Initials

- 5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED: Although he has not received any Incentive Awards or letters of commendations during the rating period, he was regarded very highly for his ability and work during the inspection of the Crime Records Division in December, 1966.
- 6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS: (List items taken into consideration on rating guide and check list.)

 He received no disciplinary action during the rating period.

7. PARTICIPATION IN INFORMANT PROGRAMS:

N. A.

8. TESTIFYING EXPERIENCE AND ABILITY:

N.A.

9. ACCOUNTING INFORMATION:

N.A.

10. POLICE INSTRUCTION:

N. A.

11. RESIDENT AGENTS:

N. A.

Initials

12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:

N. A.

14.

13. FOREIGN LANGUAGE ABILITY:

Language in which proficient None		***
Completed language school Yes X No		N
Fluent inlanguage to extent Agent can handle	typical i	nvestigative
problems as follows: (1) Conversation form Yes No.		
(2) Written form Yes No	•	
-Evaluate-language-proficiency-in-each-phase-as-excellent, very goo	d, good,	fair.or
unsatisfactory		,
Language Read Write	<u>Spea</u>	k Understand
	-	- •
the state of the s		
and the same of th	-	
	•	<u></u>
70 50 1000 1000 1000 1000		
Frequency language ability used during rating per	10a:	
Frequency of use of language ability anticipated of	luring one	iiina voori
requency of use of	iding end	ding year.
ADMINISTRATIVE ADVANCEMENT:		
(a) Agent is interested in administrative advancement.	X Yes	
(b) Agent is completely available for administrative advancement.	X Yes	□ No
(c) Agent is considered completely qualified at present for	•	,
administrative advancement, including experience, ability,		
personality and appearance.	X Yes	. No
(d) If answer to (c) is "Yes," Agent's qualifications are considered	1	
very good X excellent outstanding	•	-
•		
(e) If answer to (c) is "No," is Agent considered to have potential		
for future administrative advancement? (If applicable,	وم ۷ د	□ No

239V

OPTIONAL FORM NO. 10 MAY 1962 EDITION GSA GEN, REG, NO. 27 Tolson DeLoach. UNITED STATES GOVERNMENT Wick 1emorandum b6 Callahan b7C Contad Felt . Gale TO DATE: 3-31-67 Rosen Mr. DeLoa Sullivan Tavel, Trotter R. E. Wick FROM : MILTON A. VONES SUBJECT: EOD 2-6-39 SPECIAL AGENT, GS-16 SECTION CHIEF, CRIME RESEARCH SECTION CRIME RECORDS DIVISION

SA Milton A. Jones is a twenty-eight-year career employee and he has served as the head of the Crime Research Section since 1944. His staunch personal dedication to duty, enthusiasm for assuming responsibility, and facility in discharging enormous volumes of work are well documented by his record. During the past year he has continued to handle on a daily basis an exceedingly huge amount of correspondence, expedite special projects, as well as other urgent memoranda with great diligence and attention to accuracy and details. On many occasions he has made on the spot changes and has furnished valuable suggestions for the improvement of the operations of his section.

During the entire rating period his work has been of exceptionally high quality, beyond the normal requirements, and sustained. Under the circumstances it is felt that his splendid performance and contributions to the efficiency of the Bureau merit a faster-than-normal salary advancement and a quality within-grade salary increase appears to be more suitable recognition than a lump sum cash award under the Incentive Awards Program.

RECOMMENDATION: NCLOSURE 17-109106-408

That the attached performance rating of "Excellent" beapproved and that SA Milton A. Jones, Section Chief, Crime Research Section, be considered for a quality within-grade salary-increase in recognition of his sustained superior performance.

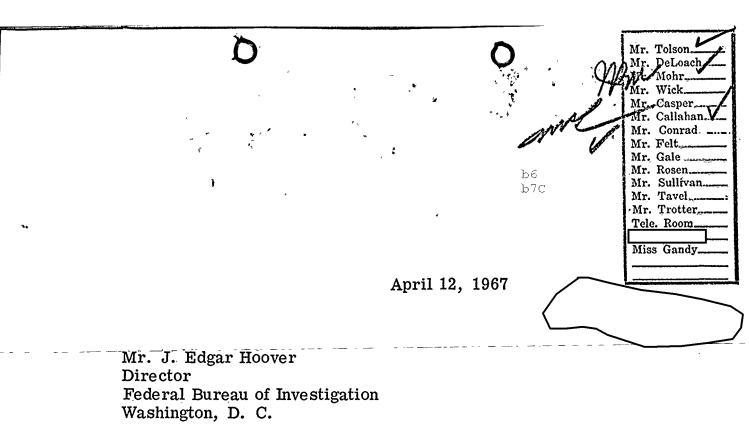
Enclosure

1 - Mr. Callahan

REW.ksf.
(3)

256

N 3h



Dear Mr. Hoover:

I was highly pleased to receive this morning from Mr. Wick your letter of April 11th advising of a within grade salary increase.

Aside from the monetary considerations involved, such a letter and your commendation mean a great deal to me as an expression of confidence in my efforts in helping to carry on the Bureau's work. It is a real pleasure to work under your leadership and that of Mr. Wick and Mr. De Loach.

. Sincerely yours,

Milton A. Jones

SECTION CHIEF - CRIME RESEARCH SECTION

REC-139

9

Searched Numbered 4 APR 14 19675

62 nn 1 8 1867

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r

PERS REC. TWIT

June 19, 1967

Mr. 6911 Alpine Drive
Annandale, Virginia 22003

Dear Mr. Jones:

MAIL ROOM TELETYPE UNIT

Holmes

Gandy

I understand you graduated magna cum laude from Hampden-Sydney College recently and that you were also elected to the Phi Beta Kappa honor society. These accomplishments are splendid and I want to extend my congratulations to you.

The world of today sorely needs young men like you, whose college attainments are outstanding, and I want to wish you every success in your future endeayors

REC-136 Sincerely yours, J. Edgar Hoover

MAILED 30 JUN 19 1967 1 - Mr. Wick (sent with cover memo) **b**6 b7C 1 - Mr. DeLoach (sent with cover memo) NOTE: See R. E. Wick to DeLoach memo dated 6/16/67 of M. A. Jones." Tolson DeLoach -20 1967 Mohr . BMS:klg/dse Wick Casper. (5)Callahan 3 Contad . Felt . Gale Rosen Sullivan 於 Tavel Trotter Tele. Room



UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

Director Federal Bureau of Investigation United States Department of Justice Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$20, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$20,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO TH	IE BUREAU		
Official Bureau Name (please type or print)	Date	Office of Assignme	nt (or SOG Division)
SA MILTON A. JONES	6-1-67	CR.	Records
The following person is designated as my beneficiary for Specia	l Agents Insurance F	und:	-
Name (primary beneficiary; use given first name if female)		Relatio	nshipb6
Fanne m. Jour			ucho b70
Address		*	
6911 Olhue Preise	annous	lace va	52003
Nome (contingent benefit) given first name if		Reletion	
(
Aduress		1	
6911 Olfine Drue 1	mare	delly a	10,22003
Do you desire to designate the above-listed beneficiaries as the Chas. S. Ross Fund as well? Yes No If not, the	beneficiary and cont entire following portio	ingent beneficiary re n must be executed.	spectively of the
			200 1 11 1 11 11
The following person is designated as my beneficiary un beneficiary of agents killed in the line of duty, other than travel	der the Chas. S. Ross	s Fund providing \$15	ovy death benefit to
beneficially of agents killed in the time of doly, other man have			
Name (primary beneficiary; use given first name if female)	<u> </u>	Relatio	onship
rame thimath peneirotath, and Brown into hamo if formato.			•
Address	······································		
Nucoo			_
Name (contingent beneficiary, if desired; use given first name is	female)	Relatio	onship
		-	-
Address		<u> </u>	
. , ,	<u> </u>	*	
	**		*
	Very trul	y yours,	α
D December 1	-	•	(/
Payment Reserved	h	0-1-0	. V
Special Agents Insurance Fund	11	Mond	fores
- JUN 81967_,	Special A	Agent /	~/~÷
76	•		/

9. Edgar Hoover, Director

8-esd

FORM 3-542 (9-14-64) APPROVED COMP. GEN. U.S. 4-5-63 IN LIEU OF SF 1126 FEDERAL BUREAU OF INVESTIGATION NAME: LAST, FIRST, MIDDLE SOCIAL SECURITY NUMBER 1, +- 1-64 P NOTIFICATION OF BASIC CHANGE CODE - NATURE OF ACTION. EFFECTIVE DATE DATE OF LAST EQUIV. INCR. 892 - QUALITY INCREASE 896 - ADMIN. PAY INCREASE 893 - WITHIN GRADE INCREASE 1897 - ADMIN. PAY DECREASE 894 - PAY ADJUSTMENT OTHER (SPECIFY'IN REMARKS) GRADE OR LEVEL - STEP OR RATE V. + y / _ 4 [] DATA ON UNPAID ABSENCE IN PAY STATUS AT END OF WAITING PERIOD INITIALS PERIOD(S) TOTALEXCESS EMPLOYEE'S WORK IS OF AN ACCEPTABLE LEVEL OF COMPETENCE. EMPLOYEE'S PERFORMANCE RATING IS SATISFACTORY OR BETTER. REMARKS: 14 MAY 16 1967 PERSONNEL FILE COPY JOHN EDGAR HOOVER DIRECTOR

7	Ų	OPTIONAL FORM NO. 10 MAY 1962 EDITION OSA GEN. REG. NO. 27 UNITED STATES GOVERNMEN Memorandum
	:	Mr., Wick
DМ	;	M. A. Jones

Tolson DeLoach Moht -Wick . Caspet Callahan Contad. b6 Gale b7C Rosen -Sullivan Tavel . Trotter

FRC

SUBJECT:

TO

CORRESPONDENCE MATTERS

ERROR PROGRAM

b6 b7C

DATE:

6/21/67

In connection with a letter dated 6/5/67 to	
enclosing photographs, the legend car	d
for one of the photographs set forth the name	╛
incorrectly through capitalization of'"	_

In the absence of the dictating Agent, the letter and legend cards were reviewed by SA Milton A. Jones.

RECOMMENDATION

That this matter be referred to the Administrative Division for an appropriate letter to SA Jones. Proposed letter of censure attached.

Enclosure

1 - Mr. Wick

1 - Mr. Callahan

MAJ:mls

REC-134

Searched

	OPTIONAL FORM NO. 10 MAY 1962 EDITION GSA GEN. REG. NO. 27 UNITED STATES GOVERNMENT	,	O	۶.	Tolson
	Memorandum			b6 b7C	CaspetCallahanContad
ŗo :	Mr. DeLoach	DATE:	6-16-67	<i>57</i> C	Felt Gale Rosen Sullivan Tavel
FROM:	R. E. Wick	Ъ6 Ъ7С	_	[Trotter Tele_Boom
SUBJECT:	DF M. A. JONES	D/C	Ъ6 Ъ7С		•
	I have just lea M. A. Jones, Chief of Crime laude from Hampden-Sydney C the Phi Beta Kappa honor soci his class as only two students received magna cum laude. H	Research Secti follege recently ety. He was in received suma	y and was also n the very top l cum laude and	elected to bracket of	m -
,	in the United States and has ra	s a brilliant scl	olastic require	ments it	
	RECOMMENDATION:	, b6 * b7C	' <u>-</u>	W.	
	it is recommended that the Director's signature.	*			
	Enclosure - Sent 6/19/6	7	Y T		1
	1 - Mr. Wick - Enc. 1 - Mr. DeLoach - Enc.				i e
	BMS:klg		REC'D DE ED	b and la	[[]
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	1 JUL 3 :1967 38		THE PARTY OF THE P	in.	. Confe

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REC-134

June 21, 1967

PERSONAL

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

It has been determined that you were responsible for an error in connection with an item of official correspondence dated June 5, 1967. It is evident that this mistake could have been avoided had you exercised greater care in this instance.

Accordingly, in the future you will be expected to give closer attention to such matters so that a delinquency of this nature will not again be chargeable to you.

Very truly yours,

J. Edgar Hoover

MAILED 30 JUNS 1 1967 John Edgar Hoover Director

1 - Mr. Wick (Personal Attention)

1 - Movement Unit

1 - Crime Records Division Personnel File

HNB:cit (6) JBA

Based on memorandum Jones to Wick dated 6-21-67 MAJ:mls. addendum of Administrative Division 6-21-67, HIND:crt.

In 38 1937 pulin

17 Must

* proll

Sullivan Tavel Trotter Tele, Room

Tolson -DeLoach

Mohr Wick

Çaspei

Fell -Gale -Rosen

MAIL ROOM TELETYPE UNIT

OPTIONAL FORM NO. 10 MAY 1962 EDITION GSA GEN, REG, NO, 27 UNITED STATES GOVERNMENT

$\it Iemorandum$

b6 b7C Mohr -Wick Casper Callahan Contad

Tolson

Sullivan Tavel . Trotter

Mr. Wick

DATE:

7-27-67

FROM

SUBJECT:

LETTER TO MRS. THE WHITE HOUSE, 7/26/67 RE:

b6 b7C

In a communication prepared and approved by SA James C. Farrington, the word "led" was inadvertently misspelled "lead."

It is to be noted further that this particular item was read and approved by Section Chief Jones. Under the error program, this makes 10 review errors for Jones.

RECOMMENDATION:

That this matter be referred to the Administrative Division for appropriate action with regard to SA James C. Farrington and SA Milton A. Jones. Proposed letters of c Proposed letters of censure attached.

1 - Mr. Callahan

MAJ:jo

Enclosures

mrs singe

REC'D-TO " " BEFICE

FD-253 (Rev. 5-18-67)



UNITED STATES DEPARTMENT OF JUSTICE FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

Director Federal Bureau of Investigation United States Department of Justice Washington, D. C. 20535

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$20, payable to S.A.J.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistante ant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$20,000. The liability of the fund shall not under any circumstances exceed the amount of montes in the fund at the time any liability shall occur.

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA MILTON A JONES	7-17-67	liv 8
The following person is designated as my beneficiary for Special	Agents Insurance Fu	ınd:
Name (primary beneficiary; use given first name if female) Tarrice M. Forces		Relationship b6
Address 6,911 Olfrene Drive	annous	lale, Va. 22003
Name (contingent honofididry if desired use given first name if	famala)	(-Relationship
6911 Olfine Price a	moud	ale 1/2 22003
Do you desire to designate the above-listed beneficiaries as the Chas. S. Ross Fund as well? Yes No If not, the en	ntire following portion	n must be executed:
The following person is designated as my beneficiary und beneficiary of agents killed in the line of duty, other than travel	ler the Chas. S. Ross accidents.	Fund providing \$1500 death benefit to
Name (primary beneficiary; use given first name if female)	4	Relationship
Address		
Name (contingent beneficiary, if desired; use given first name if:	female)	Relationship
		1,
Address		
Parmont Possing Special Type state The state of the sta	Very truly	yours,
AUG 11736	mi	clou & forces
J. Edgar Hoover, Director	Special A	gent

b-eed

Staftlard Form 88	
(Rev. June 1956) Bureau of the Budget Girola A 20 Bar) REPORT OF MEDICA	
Circular A-32 (Rev.)	L EXAMINATION
1. LAST AME-FIRST NAME-MIDDLE NAME	2: GRADE AND COMPONENT OR POSITION 3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)	5. PURPOSE OF EXAMINATION 6. DATE OF EXAMINATION
2,000,000,000,000,000,000,000,000,000,0	5. PURPOSE OF EXAMINATION 6. DATE OF EXAMINATION
	Ammusl 7-14-67
7. SEX 8. RACE 9. TOTAL YEARS GOVERNMENT SERVICE	10. AGENCY 11. ORGANIZATION UNIT
MILITARY CIVILIAN	
12. DATE OF BIRTH 13. PLACE OF BIRTH	14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN
1/24/13 / Ku	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS	16. OTHER INFORMATION
NNMC	
17. RATING OR SPECIALTY	TIME IN THIS CAPACITY (Total) LAST SIX MONTHS
NOR- Check each item in appropriate col- ABNOR comment.	cry abnormality in detail. Enter pertinent item number before each Continue in item 73 and use additional sheets if necessary.)
	, ,
19. NOSE	
20. SINUSES	(2) hydrocell
21. MOUTH AND THROAT	
22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under tleme 70 and 71)	S Visit A
23. DRUMS (Perforation) 30,	Superficial Varicosilles
24. EYES—GENERAL (Visual acusty and refraction under stems 89, 60 and 67) 25. OPHTHALMOSCOPIC	
26. PUPILS (Equality and reaction)	both Lower Efteniles
27. OCULAR MOTILITY (Associated parallel mose most	
28. LUNGS AND CHEST (Include breasts)	
29. HEART (Thrust, size, rhythm, sounds)	RESULTS
30. VASCULAR SYSTEM (Varicosities, etc.)	15.24 Hab TOOML
31. ABDOMEN AND VISCERA (Include hernia);	4 5 HCT %
32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Proalate, 1/2 undicated) (1)	7.6 WBC X103
34. G-U SYSTEM	7/ NEUT % 0
35. UPPER EXTREMITIES (Strength, range of motion)	BAND % F
37. LOWER EXTREMITIES (Except feet) (Strength. range of motion)	22 LYMPH % R
38. SPINE, OTHER MUSCULOSKELETAL	/ EOS 76 M
2 39. IDENTIFYING BODY MARKS. SCARS, TATTOOS 40. SKIN, LYMPHATICS	BASO 7-
41. NEUROLOGIC (Equilibrium, tests under stem 72)	MONOS 70 L
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FD-300	(Rev.	2-9-	671

Attachment to Standard Form 88, Report of Medical Examination For Information and Guidance of Medical Examiner

Name of Examinee	Ja	ONES	MILTON	\mathcal{A} :
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46. Is necessary unless	s facilities for affo	rding same are no	t réadily available.	
48. Not required unless	s examinee is over	35 years of age o	r examination indica	tes such is desirable.
49. Is necessary unless	s facilities for affo	rding same are no	t readily available.	
71. Audiometer examinated and Special Agents loss exceeds a 15 of 2000 cycles).	. Applicants for th	ie Special Agent r	osition, will not be, a	ial Agent applicants accepted if the hearing h range (500, 1000,
For All Examinees, Whe	ther Clerical or Sp	ecial Agent Appli	cants or Employees:	
The medical examiner s	hould answer the fo	ollowing question	i_	- *
Examinee*	is is not q	ualified for strent	ous physical exertic	on
To be Answered in the	Casë of All Male E	mployees and Mal	e. Applicants:	, , , , , , , , , , , , , , , , , , ,
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2. Does examinee have	w.	-		
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6'2"	156 - 167	163 - 181	174 - 195
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Signature of Meuro aniner'

August 2, 1967.

PERSONAL

Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

It is noted that you have failed to detect a number of errors recently in outgoing communications which you reviewed in connection with your supervisory responsibilities. The accumulation of these instances indicates the need for you to exercise greater care in examining official correspondence.

In the future, you will be expected to be more thorough and alert in this aspect of your duties so that criticism of this nature will not be necessary again.

Very truly yours, MAILED 5 6. Edgar Hooves

John Edgar Hoover Director

1 - Mr. Bishop (Personal Attention)

1- Movement

AUG 2 1967

COMM-FBI

Crime Records Division Personnel File

DGS:mfl//

Based on memo Jones to Wick, 7-27-67, MAJ:jo.

b7C

Tolson DeLoach . Mohr -

Bishop Casper. Callahan Contad Felt

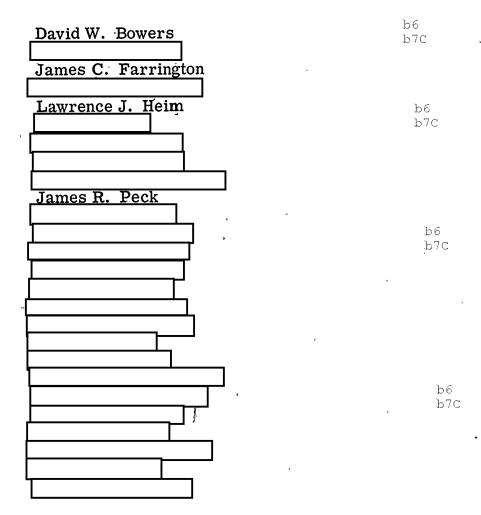
Gale Rosen Sullivan Tavel Trotter

December 12, 1967 Mr. Milton A. Jones Federal Bureau of Investigation Washington, D. C. Dear Mr. Jones: I want to commend you and, through you, the personnel in the Crime Research Section who did such an excellent job in the preparation of a voluminous brief for use in connection with an interview. You afforded exemplary guidance to these employees and, through their conscientious and skillful efforts, this project was promptly completed. I want to thank you for your over-all direction and to ask that you convey my appreciation to the others for a job well done. .67-Sincerely yours. b6 Numbered b7C J. Dien Recouse DEC **20** 1967 1 - Mr. Bishop (Personal Attention) Re: Brief re Interview Copy of this letter is being placed in the files of appropriate **b**6 personnel. b7C (Sent Direct) 1 - Miss ITRE XEHOX HMM **b**6 (31)b7C DEC 27 1967 67-109106 Based on Jones-Bishop memo 12/8/67 re Brief Prepared for Director's Use in Connection with Interview. Tolson DeLoach Mohr'. **b**6 Bishop b7C Casper MAILED 3 Callahan Contad Gale Rosen Trotter

Copies prepared and attached for placing in personnel files of: (OVER)

MAIL ROOM TELETYPE UNIT

Mr. Milton A. Jones FBI, Washington, D. C.



RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

Date _	11-14-67
I certify that I have received returned the following	owing Government property for official use:
Training Document #63, Investigat	tion of Sex Crimes, Vol. I (Copy 1)
	FILE 314D
READ The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE-ON, IT OR MUTILATE IT IN ANY WAY ITE.	Very truly yours, (Signature) M. A. Pones

MAY 1942 EDITION GSA GEN, REG. HO. 27 UNITED STATES GOVERNMENT ${\it 1}emorandum$ **b**6 Gale b7C TÓ Rosen Sullivan ones ANNANDALE COMMUNITY COUNCIL 1: In Annandale, where I have resided since 1948, we have what is known as the Annandale Community Council. This consists of representatives of 25 to 30 citizens' groups in the Annandale area. The Council in turn belongs to the larger Council of Fairfax County. The purpose of the Annandale Community Council is civic improvement (street lighting, widening of roads, beautification of the area, and so forth). It has a President, Vice President and several other minor officers who are elected annually. For some years I have represented the citizens' group in our neighborhood in the Annandale Community Council and the other day was approached by the nominating committee as to whether my name could be presented for one of the minor offices in the forthcoming election later in the month. I indicated that I would have no objection and, if elected, would attempt to assist the Council in every way. Accepting this office, if elected, would in no way conflict with Bureau work and would only involve attending four or five Council meetings during the year as well as a number of executive planning sessions. RECOMMENDATION: For information. DeLoach 12 OCT 20 1967 ידי, Mr., Bishop MAJ:ima QCT 31 1967 RECORDE 9 OCT 31 1967

Name: Milton A. Jones

Title: Special Agent

EOD: 2/6/39

Grade: GS 16 at \$24,765

Inspector in Charge Bishop: Mr. Jones has been Section Chief of the Crime Research Section of the Crime Records Division since March, 1944,

and has over 28 years experience in the Bureau. He has demonstrated special ability in handling a tremendous volume of work; has been extremely diligent with regard to meeting deadlines and his personal dedication, good judgment and exceptional competence have earned him the respect of superiors, co-workers and subordinates. He is considered a distinct asset to the Division. Since his performance rating of 3/31/67, in which he was rated "Excellent," he received a quality within-grade salary increase by letter of 4/11/67, and was censured for approving official correspondence containing errors by letters of 6/21/67 and 8/2/67.

Rating: Excellent

Crime Records Division Inspection 9/19/67

67-TEB:mls RECORDED 8 00: 5 1967 Oct 3 8 su AH '67

REC'D, ADMIN. DIV.

10 3 Jic

ASSISTANT DIRECTOR W. M. FELT: (P. L. Mack:wmj 9/29/67)

SA Jones presents a mature, businesslike personal appearance. He has had extensive experience

in the operations of the Bureau and particularly in the functions of the Crime Research Section where he has been Section Chief for more than twenty-three years. He possesses a thorough knowledge of the highly important and delicate operations of the Crime Research Section and is a dedicated, effective Section Chief who capably discharges his responsibilities. He is fully qualified to continue in his present assignment.

January 22, 1968

PERSONAL.

Mr. Milton A. (Jones Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

Under date of January 19, 1968, you prepared a memorandum in which you failed to recommend appropriate disciplinary action against a subordinate for his failure to include in an outgoing communication certain very pertinent information relating to Eartha Kitt. This letter was in response to a request from a most important source for information in our files regarding that individual.

The dereliction in this matter obviously merited disciplinary action and your failure to recommend it was inexcusable. In view of this, you are being placed on probation. While in that status, favorable consideration will not be given to any Within-Grade Salary Increase for which you would otherwise become eligible. Herenster, you should manifest more concern for the Eureau's interests in connection with the performance of your supervisory duties so that further action of this nature will not be necessary.

MAILED 3 JAN 2 2 1968

COMM-FBI

b6

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Tolson

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Contad Gale Rosen

DeLoach,

تىبەم TC:pam

Very truly yours,

J. Edgar Hoover

Scarch

REC-132 1 - Voucher-Statistical Section

John Edgar Hoover - Movement

1 - Personnel Actions Director

- Crime Records Division Personnel File

1 - Mr. Bishop (Personal Attention) (See Note Page 2)

Based on memo, Jones to Bishop, 1-19-68, MAJ:jo.

4 20 PH 360 JAH ??

MAIL ROOM TELETYPE UNIT

31

Lir. Milton A. Jones

NOTE;

This employee should be closely supervised and at the expiration of 90 days a special performance rating report should be submitted on him, together with a recommendation as to whether he should be removed from probation. Period of special rating should begin the first working day after date of this letter.

February 6, 1968

PERSONAL

Dear Jones:

I want to add my congratulations to those of your many other friends and associates on the occasion of your Twentyninth Anniversary in the Bureau today. You can be proud of your accomplishments through the years and I want you to know that I appreciate your dedication to the work of the Bureau. I do hope the Bureau will continue to enjoy your fine services for many years to come.

With best wishes,

Sincerely, J. EDGAR HOSVER

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Anniversary 2/6 - Tuesday

JEH:rm (3)

MARY 147

67-109116-417 Sagrahad Numbered 2 FEB 6 1968

Tolson .

MAIL ROOM TELETYPE UNIT

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b7C





FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTIC REPORT OF PERFORMANCE RA Milton A. Name of Employee: . Crime Research Section Crime Records Where Assigned: (Division) (Section, Unit) Official Position Title and Grade: Special Agent - Section Chief, GS-16 4/1/67 3/31/68 Rating Period: from _ Employee's SATISFACTORY ADJECTIVE RATING: . Outstanding, Excellent, Satisfactory, Unsatisfactory Rated by: Reviewed by: Signature Title Date TYPE OF REPORT M Official Administrative 60-Day X Annual → 90-Day Transfer Separation from Service

Special

REA-MI

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PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A. Jones					
Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. RATE ITEMS AS FOLLOWS:					
Satisfactory (good or very good). Unsatisfactory. No opportunity to appraise performance during rating period.					
Guide for determining adjective rating: 1. "Outstanding" adjective rating requires (A) that all elements be + and (B) that each and every rated element be factually justified by narrative details, including reasons for considering each worthy of Special Commendation and be attached to FD-185a. 2. "Excellent," "Satisfactory" or "Unsatisfactory", adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated. A. Any element rated "Unsatisfactory" must be supported by narrative comments. B. An official rating of "Unsatisfactory" must be supported in writing stating (1) wherein the performance is unsatisfactory, (2) the facts of the (90-day) prior warning, and (3) the efforts made after the warning to help the employee bring his performance up to a satisfactory level and must be attached to FD-185a.					
## (1) Personal appearance. ## (2) Personality and effectiveness of his personal contacts. ## (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). ## (4) Physical fitness (including health, energy, stamina). ## (5) Resourcefulness and ingenuity. ## (6) Forcefulness and aggressiveness are required. ## (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. ## (8) Initiative and the taking of appropriate action on own responsibility. ## (10) Accuracy and attention to pertinent detail. ## (11) Industry, including energetic, consistent application to duties. ## (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. ## (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how of application. ## (13) Internal security cases ## (21) Devising procedures ## (22) Devising procedures ## (23) Ability to raids and dangerous assignments: ## (24) Application and the cases ## (25) Capanization; ## (27) Getting results ## (27) Organizational interest, such as making of suggestions for improvement. ## (28) Ability to work under pressure. ## (29) Every and the taking of appropriate action on own responsibility. ## (19) Performance as a witness. ## (20) Executive ability. ## (19) Performance as a witness. ## (20) Executive ability. ## (19) Performance as a witness. ## (20) Executive ability. ## (19) Performance as a witness. ## (20) Executive ability. ## (19) Performance as a witness. ## (20) Executive ability. ## (19) Performance as a witness. ## (20) Executive ability. ## (19) Performance as a witness. ## (20) Executive ability. ## (19) Performance as a witness. ## (20) Executive ability. ## (19) Performance as a witness. ## (20) Executive ability. ## (19) Performan					
A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent,					
supervisor, instructor, etc.): Section Chief - Crime Research Section					
B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Administrator, Desk Man					
 C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.) (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.) 					
D. 1. Has employee had an abnormal sick leave record during rating period? No_2. Has employee used more sick leave (including annual leave or LWOP for illness) during rating period than the amount of sick leave earned during such period? NO_(If answer to either question is "yes," explain in narrative comments.)					
E. Is employee qualified to operate a motor vehicle incidental to his official duties? [X] Yes No If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use. (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.					
ADJECTIVE RATING: SATISFACTORY EMPLOYEE'S INITIALS Outstanding, Excellent, Satisfactory, Unsatisfactory					

NARRATIVE COMMENTS

- 1. PERSONAL APPEARANCE AND PERSONALITY: Mr. Jones makes an excellent personal appearance and is most effective in his personal contacts.
- 2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:
 N. A.
- 3. <u>LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING</u>

 <u>PERFORMANCE; AND SICK LEAVE INFORMATION</u>: There is no limitation on his availability and his physical condition is such as to enable him to handle any assignment. His sick leave record is excellent.
- 4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE, INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED:

During the rating period Mr. Jones has served as Section Chief of the Crime Research Section. In this capacity he has guided and directed the diverse projects and heavy work load handled in the Section in an outstanding fashion. He utilizes mature and sound judgment in coordinating the numerous administrative programs and responsibilities handled in the Crime Research Section. He is exceedingly industrious and consistently gives of his time and talent to see that matters, whether large or small, are handled efficiently and expeditiously. He contributes greatly to the effective operations of the Division as well through his long experience and personal enthusiasm for the work handled by the Crime Records Division. Mr. Jones is being rated satisfactory in view of his censure and probationary status effective January 22, 1968.

Initials

- 0
- 5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED: By letter dated December 12, 1967, Mr. Jones was commended for an excellent job on the preparation of a voluminous brief.
- 6. <u>DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS:</u> (List items taken into consideration on rating guide and check list.)

By letter dated June 21, August 2, 1967, he was censured for correspondence errors in mail reviewed by him. On January 22, 1968, Mr. Jones was censured and placed on probation for his failure to recommend appropriate disciplinary action concerning a subordinate. These actions have been taken into consideration in connection with items 7, on the rating guide and check list.

7. PARTICIPATION IN INFORMANT PROGRAMS:

N. A.

8. TESTIFYING EXPERIENCE AND ABILITY:

Ň. A.

9. ACCOUNTING INFORMATION:

N. A.

10. POLICE INSTRUCTION:

N. A.

11. RESIDENT AGENTS:

N. A.

Initials

12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:

N. A.

13.	<u>FO</u>	REIGN LANGUAGE ABILITY:							
,	Lar	N. A. Language in which proficient Completed language school Yes No							
	Flu prol Eva	ent in language to extent Agent can handle blems as follows: (1) Conversation form Yes No (2) Written form Yes No aluate language proficiency in each phase as excellent, very goosatisfactory							
	unc	Language . Read Write	Speal	<u>Understand</u>					
14.	Fre	quency language ability used during rating per quency of use of language ability anticipated of the second		uing year:					
	(a)	Agent is interested in administrative advancement.	X Yes	┌─ No					
		Agent is completely available for administrative advancement.		□ No					
	(c)	Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance.	🕅 Yes	□ No					
	(d)	If answer to (c) is "Yes," Agent's qualifications are considered very good X excellent outstanding	<u></u>						
	(e)	If answer to (c) is "No," is Agent considered to have potential for future administrative advancement? (If applicable,							
		explanatory comments required.)	Ye's	□ No					

Do. A J

RESULTS OF ROAD TEST

Vehicle Used in Test						Local of Test		· ·
Make	Body T	ype	Ye	ar	,	City	State	
Transmission		Date	Time	:	Examiner	's Signature		· · · · · · · · · · · · · · · · · · ·
Auto								ŀ
Instructions to	Examiner			*6			T . 1	TEST SCORE
l check mar	ck mark (in space be k for each repetition. Mul	tiply point valı	ie of each e	rror (sl	nown in b	ox at left of each	Total Error	
l error listir	ig) by number of check ma	rks, placing to	tal points fo	r each	category	in box at lower	Points	
right of ea	ch block. To obtain final	Score, total in					D	
		IG GRADE: T			–		Pass Fail	닏 ㅣ
	I AILII	Note Results	in Box at Ri	ght of	Instructio	n Block	ran	
			Chec	k List			-	
1. Checking	Vehicle			2. Le	aving Cu	r b		
Fails to:	Adjust Rear-vie	w Mirror		Fa	ils to: 🛛	Look Bac	ck to Check Traffi	ic
	Adjust Seat Pro	perly		l	[2	Give Pro	per Signal (Mecha	nical or Hand)
	Check Effective	· ·	Foot Brake		[2	Wait for .	Approaching Traff	ic
	Check Windshie	- 1	# of Points					# of Points
	Check Horn and	All Lights						
3. Turning					cking	_		
Fails to:	Give Proper Sig	-	•	Fa	ils to: 🛚	-	Surrounding Cond	3
	Turn Carefully	from Proper La	ane		Ū	Back Slov Excessiv	wly and Smoothly e Curb Contact	and Avoid
		ſ	# of Points			ZACCOOLY	c Guid Contact	# of Points
5. Controls	*			6. Sp	eed			
Fails to:	Handle Vehicle	Smoothly			[2	Exceeds	Limit	
	2 Keep Both Hand	s on Wheel			[2	<u></u>	for Traffic Condi	1
	2 Smoothly Engage	-	anism		[2	Too Fast	for Traffic Condi	tions
	2 Use Brakes Pro	perly [# of Points					# of Points
			, or round					# Of Points
7. Position o	n Roadway			8. Ov	ertaking -	Passina		
	Follows too Clo	sely			-	-	s Speed of Oncomi	ing Traffic
	2 Fails to Hold P	oper Lane			[2		n Intersection, on	-
	Straddles Lane	Markings			_	Cuts in to	oo Soon	
					[2	Fails to	Signal (Hand, Lig	ht,
		17	of Points		_	Horn) Who Warrant	en Conditions	# of Points
		ľ	, 01 1 011110			wallant		" or rounts
9. Parking		L		10. R	ailroad ai	nd School Zones		
Fails to:	Avoid Violent B	umping of Oth	er Cars				nals and Caution	Warnings
	or Excessive Sc						for Unusual Cond	_
	Set Hand Brake				-			
	Cramp Wheels W Necessary	here [of Points					# of Points
	recessary	1						
11. Attention	,			12. G	eneral			•
Fails to: 2 Anticipate Hazardous Traffic				[3	Nervous	and Hesitant While	e Operating	
· · ·	Conditions (Incl	-	' 1		_	at Maxim Highway	um Speeds Allowe	d on Open
	Keep Full Atter		ion of Car		רא			
	Limit Talking to				[3			
	2 Observe Posted				[3	Nomal D	or Lack of Assura	
		[*	of Points			_	<u></u>	# of Points
D								
Remarks:								

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

Date 2/28/68

I certify that I have received returned the following Government property for official use:

RECEIVED

Parking Permit #63, 11th Street Court

RETURNED Parking Permit #61, (OPO) North Court, Internal Revenue

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

OR MUTILATE IT IN DOWNOT-MARK OR WRITE ON

7 mmi 5

(Signature)

(Typed name) Milton Al Jones

ly truly yours,

February 14, 1968

Mr.		·	,	b6 b7C
	 	4		*
				3F 1
	,	g i	re,	

Thank you for the very favorable comments in your letter of February 5th concerning the appearance of Inspector Rex I. Shroder before the Vachington Claim Men's Association.

I am pleased to know his remarks were so well received, and that Mesors. Jones and Colomon were of assistance in arranging this program. They appreciate, as I do, your thoughtful letter.

Sincerely yours,

DUPLICATE YELLOW

Dear Lir.

1 - Mr. Rosen - Enclosure

Personal Attention: Bring to the attention of Inspector Rex I. Ehroder.

1 - Mr. Eullivan - Enclosure.

Personal Attention: Bring to the attention of SA Albert H. Solomon, Jr.

1 - Mr. Bishop - Enclosure

Personal Attention: Bring to the attention of SA Milton A. Jones.

1 - Personnel File of Inspector Rex I. Shroder - Enclosure

A - Personnel File of SA Albert H. Splomon, Jr. - Enclosure

1 - Personnel File of SA Milton A Jones - Enclosure

67-NOT TORDER

SEE NOTE - PAGE TWO.

Mr.	

NOTE: Correspondent is not identifiable in Bufiles. Inspector Shroder is assigned to the General Investigative Division; Special Agent Solomon to the Domestic Intelligence Division; and, Special Agent Jones to the Crime Records Division.

Wash Oton Claim Men's Assoc tion

WASHINGTON, D. C.

February 9, 1968

Mr. J. Edgar Hoover, Director United States Department of Justice Federal Bureau of Investigation Washington, D. C. 20535 b6 b7C

Mr. Bisho
Mr. Casper.
Mr. Callahan
Mr. Conrad
Mr. Felt
Mr. Gale
Mr. Rosen
Mr. Sullivan.
Mr. Tavel
Mr. Trotter
Tele. Room
Miss Gandy

Mr. Tolson.

Mr. Mohr ..

Re: Washington Claim Men's Association Meeting February 8, 1968

Dear Mr. Hoover:

Last evening, Inspector Rex I. Shroder, appeared before the Washington Claim Men's Association as guest speaker. Mr. Milton Jones and Mr. Al Solomon were most helpful in arranging for Inspector Shroder's appearance. Without a doubt this was one of the finest programs which has been presented to our Association. You should indeed be proud to have these men with your organization.

Inspector Shroder's talk on the FBI was most interesting and informative. The undivided attention of the 153 members and guests present, attest to his speaking ability. The many comments after the meeting by those present, gave testimony to the tremendously favorable impression left by Inspector Shroder. I think all of us left this meeting with a feeling that the many responsibilities entrusted to your organization are well placed and with a better understanding of the reason that the FBI enjoys the best reputation in law enforcement today.

On behalf of the Washington Claim Men's Association I want to thank you for allowing Inspector Shroder to appear before us. Please convey to him our sincere appreciation. Please also express our appreciation to Mr. Jones and Mr. Solomon for their aid in arranging the program.

b6 b7c

Very truly yours,

CBR:ngh

cc: Mr. Rex I. Shroder

Mr. Milton Jones

Mr. Al Solomon

8 FEB 12 1968

CORRESPONDENCE

February 12, 1968

b6 .b7с

> b6 b7C

Honorable Hilbert Schauer Director Colorado Bureau of Investigation 310 State Services Building Denver, Colorado 80203

My dear Judge:

Mr. Jones has shown me your letter to him of

February 6th concerning your recent visit to FBI Headquarters.

It was indeed thoughtful of you to write, and we are pleased you

enjoyed your tour of our facilities. You may be certain

Messre. Jones and were glad to be of help to you, and we

Sincerely yours,

1 - Mr. Bishop - Enclosure	DUPLICATE YELLOW
Personal attention: Bring to the	
Milton A. Jones and	
Personnel File of Special Agent	
1 - Personnel File of Special Agent	- Enclosure

NOTE: Schauer is on the mailing list to receive the FBI Law Enforcement Bulletin. He was formerly a Judge of the 13th Judicial District in the State of Colorado. Schauer visited Bureau Headquarters 2-1-68. He is the Director of a newly formed office which will centralize criminal files for the State of Colorado. We have been in contact with him on several occasions in the past concerning the establishment of a National

Crime Information Center control terminal in Colorado.

HRH: cat (6)

HILBERT SCHAUER Director



JAMES F, SHUMATE Deputy Director

Ph. 222-9911 Ex. 2268

b7C

The State of Colorado

JOHN A. LOYE, GOVERNOR

COLORADO BUREAU OF INVESTIGATION

OFFICE OF THE ATTORNEY GENERAL, DUKE W. DUNBAR DENYER, COLORADO 80203

February 6, 1968

Inspector Milton A. Jones Federal Bureau of Investigation Room 4264 Justice Department Building Washington, D.C. 20535

Dear Mr. Jones:

Please accept my sincere thanks for your hospitality and for arranging a most interesting and informative
afternoon for me to see the Bureau. I appreciated very
much the courtesies shown me by Agent and others with
whom I came in contact. In an effort to establish an effective bureau in Colorado, we certainly will need the advice
and experience from individuals such as yourself. We will,
therefore, be calling upon some of you from time to time for
words of wisdom.

Would you please express my appreciation to Agent

Sincerely yours,

HILBERT SCHAUER

HS . hw

b6 b7C



FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

IMPORTANT AGENCY INSTRUCTIONS ON BACK OF ORIGINAL

DATE OF BIRTH (month, day, year) | SOCIAL SECURITY NUMBER

TO COMPLETE THIS FORM-

FOLLOW THESE GENERAL INSTRUCTIONS:

· Read the back of the "Duplicate" carefully before you fill in the form.

(middle)

FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):

• Fill in BOTH COPIES of the form. Type or use ink.

(first)

· Do not detach any part.

NAME

(last)

	Jones mil	ton	ampas	1-24-13 224 60 2482
	EMPLOYING DEPARTMENT OR A	GENCY		LOCATION (City, State, ZIP Code)
	ナルコ			washington, D.C. 20535
2	MARK AN "X" IN ONE	OF THE B	OXES BELOW (do	NOT mark more than one):
J	Mark here —	n ELEC	TION OF OPTIONAL	(IN ADDITION TO REGULAR) INSURANCE
	if you WANT BOTH optional and regular insurance (from	my salary, compens	onal optional insurance and authorize the required deductions ation, or annuity to pay the full cost of the optional insurance. s in addition to my regular insurance.
	Mark here	– DECI	INATION OF OPTIO	NAL (BUT NOT REGULAR) INSURANCE
5 5	if you DO NOT WANT OPTIONAL but	V I ded tiona at th of in	cline the \$10,000 add Il insurance until at le	litional optional insurance. I understand that I cannot elect op- ast 1 year after the effective date of this declination and unless I am under age 50 and present satisfactory medical evidence and also that my regular insurance is not affected by this declina-
	Mark here if you WANT NEITHER regular nor optional insurance	I des Insurant l'app	rance Program. I und nce until at least 1 ye ply for insurance I am bility. I understand	and I waive coverage under the Federal Employees Group Life erstand that I cannot cancel this waiver and obtain regular interactions at the time a under age 50 and present satisfactory medical evidence of interactions and income also that I cannot now or later have the \$10,000 additional I have the regular insurance.
	SIGN AND DATE, IF YOU	I WARKED	ROY "A" OR "C	TOD EUDIOVING OFFICE LISE ONLY
4	COMPLETE THE "STATIS			N TOR EMILEOTING OTHER GOL OTHER
•	THE ENTIRE FORM TO Y	OUR EMP	LOYING OFFICE.	(official receiving date stamp)
	SIGNATURE (do not print)		7	_ FEB 1 4 1968
	Date 2-6-6	a,	loves	
	DATE 2-6-6	58		

See Table of Effective Dates on back of Original

INSTRUCTIONS TO EMPLOYING AGENCY

- 1. Who must file.—All employees not excluded by law or regulation from insurance coverage, including those who have previously waived coverage, are required to complete and file Standard Form 176-T. Employees who are in the service on February 14, 1968, as well as those who are appointed after that date but before April 14, 1968, must file the form.
- 2. Automatic cancellation of previously filed waivers.—All "Waivers of Life Insurance Coverage" (SF 53) on file are automatically canceled as of the first day of the first pay period beginning on or after February 14, 1968. Payroll offices are to begin regular insurance deductions on the automatic cancellation date for employees who do not file a new waiver, i.e., those who do not check box C of SF 176-T, on or before that date.
- 3. Employees failing to file.—If an employee does not return a completed SF 176-T, contact him and urge him to do so even if he does not want optional insurance (he will, of course, be automatically covered for regular insurance). If he still fails to file SF 176-T by April 14, 1968, or 31 days after appointment, whichever is later, file one for him as of that date: mark box B, and note in the space provided for his signature "employee contacted—failed to elect optional insurance." See note 2 below.
- 4. Review of completed forms.—(a) Review both copies of the SF 176-T for legibility, completeness, and consistency. Reconcile with the employee any obvious major

- discrepancy such as a mark in more than one box.
- (b) If the employee marked box A or box C, make sure the Statistical Stub is complete. Then detach and mail stubs, in a bundle, weekly to:

Office of Federal Employees' Group Life Insurance (Statistical Study)

4 East 24th Street

New York, New York 10010

- (c) If the employee marked box B, detach and destroy the stub.
- 5. Date of receipt and effective date.—(a) Stamp date of receipt by employing office in the space provided for this purpose on both the Original and the Duplicate.
 - (b) The effective date is determined from the table below.
- 6. Disposition of forms.—(a) File the Original SF 176-T in the official personnel folder in all cases.
 - (b) Any necessary payroll change, with effective date, may be posted in the space reserved on the Duplicate for employing office.
 - (c) The Duplicate may be destroyed, if no payroll action is required, or after the requirements of the agency's payroll system have been met.
- 7. Use of SF 176-T.—SF 176-T "Election, Declination, or Waiver of Life Insurance Coverage" should not be used after the initial filing period (after April 14, 1968). A revised edition will be available for use after that date.

TABLE OF EFFECTIVE DATES

DATE SF 176-T RECEIVED BY	EMPLOYEE'S DECISION	EFFECTIVE DATE (IF NO WAIVER, SF 53, IN EFFECT)					
EMPLOYING OFFICE	-	OF DECISION	OF DEDUCTIONS				
	Elects optional (in addition to regular) (box A).	Coverage effective February 14, 1968.	Deductions begin 1st day of 1st pay period beginning on or after February 14, 1968.				
On or before February 14, 1968.	Declines optional (but not regular) (box B).	Declination effective February 14, 1968.					
	Waives regular (so ineligible for optional) (box C). Waiver effective last day of post od in which February 1 falls.		Deductions stop last day of pay period in which February 14, 1968 falls.				
	Elects optional (in addition to regular) (box A).	Coverage effective on date of receipt.	Deductions begin 1st day of 1st pay period beginning on or after date of receipt.				
After February 14 but not later than April 14, 1968.	Declines optional (but not regular) (box B).	Declination effective on date of re- ceipt, but employee loses auto- matic optional protection on Feb- ruary 14, 1968.					
	Cancels_previously_elected_optional	Cancellation_effective_last_day_of	Deductions for optional stop last ,				
	(but not regular) (box B).	pay period in which received.	day of pay period in which re- ceived.				
	Waives regular (so ineligible for optional) (box C).	Waiver effective last day of pay peri- od in which received.	Deductions stop last day of pay pe- riod in which received.				

NOTES: 1. Because regular insurance coverage and deductions are automatic unless waived (by checking box C), A and B elections do not affect regular insurance effective dates.

- 2. An employee for whom the agency files SF 176-T because he failed to file is deemed to have declined optional, but not regular, insurance.
- 3. An employee with an uncanceled waiver (SF 53) on file cannot be insured any earlier than the first day he is in duty and pay status in a pay period beginning on or after February 14, 1968; filling of an SF 176-T before that date will not cancel an SF 53 any earlier. Deductions begin the day he becomes insured.
- 4. The effective date of regular (and optional) insurance coverage for an employee who has been on leave without pay for more than 1 year is the first day he is in pay and duty status. Deductions are effective the same day.





FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE REPORT OF PERFORMANCE RATING MANUELLA

Name of Employee: _	Milton A.	Jones	-
	,		
Where Assigned:	Crime Records (Division)	Crime Researc	h Section
	^•	×	* *
Official Position	Title and Grade:Specia	al Agent - Section Chie	er, GS-16
	1 99 60	. 493_	68:
Rating Period: from	n <u>1-23-68</u>	to	00
			
ADJECTIVE DATING	. EXCELI	ENT	Employee's
ADJECTIVE RATING		llent, Satisfactory, Unsatisfacto	my mit.
	<u> </u>		Ţ. CŢ.
Rated by:	Thomas & F	istomspector in Cha	rge <u>4-23-68</u>
in the second se	Signature	Title	Date
Reviewed by:			
	Signature	Title	Date
Rating Approved by	folly fine		ук 2 3 . 3 68 ;
774.	Signature	Title	Date
	TYPE	OF REPORT	
	M Official	Adminis	strative
	Annual'		-Day -Day
		, Tre	ansfer
	67-11911	Sel Spo	paration from Service ecial
		Numbered /	
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		h .	/ U./

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PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of EmployeeWIITON A. JONES	,
RATING GUIDE AND	CHECK-LIST 14
Note: Only those items having pertinent bearing on employee's performance compared. RATE ITEMS AS FOLLOWS:	(B) that each and every rated element be factually justified by all Commendation and be attached to FD-185a. expend upon the composite result of evaluating all rated elements to be rated "Excellent" he must not be rated unsatisfactory on domestic reasonable in the light of elements rated.
level and must be attached to FD-185a.	ng to neip the employee bring his performance up to a satisfactory
(1) Personal appearance. (2) Personality and effectiveness of his personal contacts. (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). (4) Physical fitness (including health, energy, stamina). (5) Resourcefulness and aggressiveness as required. (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. (8) Initiative and the taking of appropriate action on own responsibility. (9) Planning ability and its application to the work. (10) Accuracy and attention to pertinent detail. (11) Industry, including energetic, consistent application to duties. (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. (14) Investigative ability and results: (a) Internal security cases (b) Criminal or general investigative cases (c) Fugitive cases (d) Applicant cases (e) Accounting cases (f) Physical surveillance ability.	(16) Firearms ability. (17) Development of informants and sources of information. (18) Reporting ability: (18) Reporting ability: (18) Reporting ability: (19) Summary reports (19) Performance as a witness. (20) Executive ability: (20) Executive ability: (21) Penning (22) Ability to handle personnel (23) Ability on raids and dangerous assignments: (24) Miscellaneous. Specify and rate: (25) Ability to work under pressure. (26) Ability to work under pressure. (27) Miscellaneous. Specify and rate: (28) Miscellaneous. Specify and rate: (18) Devision procedures (29) Miscellaneous. Specify and rate: (20) Miscellaneous. Specify and rate: (21) Dictation ability (22) Miscellaneous. Specify and rate: (24) Miscellaneous. Specify and rate: (25) Devision procedures (26) Miscellaneous. Specify and rate: (27) Dictation ability
A. Specify general nature of assignment during most of rating period (such a supervisor, instructor, etc.):	
Section Chief - Crime Research	
B. Specify employee's most noteworthy special talents (such as investigate Administrator, Desk Man	or, desk man, research, instructor, speaker):
C. (1) Is employee available for general assignment wherever needs of serv	vice require? Yes (If answer is not "yes," explain in narrative
comments.) (2) Is employee available for special assignment wherever needs of service comments.)	vice require? Yes (If answer is not "yes," explain in narrative
D. 1. Has employee had an abnormal sick leave record during rating period leave or LWOP for illness) during rating period than the amount of sick question is "yes," explain in narrative comments.)	? NO_2. Has employee used more sick leave (including annual leave earned during such period?NO_(If answer to either
E. Is employee qualified to operate a motor vehicle incidental to his official If answer is "yes," personnel file must reflect the following: (a) Has v. (b) Is physically fit to drive. (c) Past safe driving record OK or has past	alid State or local operator's license for type vehicle he is to use, assed Bureau road test.
ADJECTIVE RATING: EXCELLENT Outstanding, Excellent, Satisfactory.	Insertisfactory EMPLOYEE'S INITIALS

NARRATIVE COMMENTS

- 1. PERSONAL APPEARANCE AND PERSONALITY: Mr. Jones makes an outstanding personal appearance and is most effective in his personal contacts.
- 2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:
 N. A.
- 3. LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING

 PERFORMANCE; AND SICK LEAVE INFORMATION: There is no limitation on his availability and his physical condition is such as to enable him to handle any type of assignment. His sick leave record is excellent.
- 4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE, INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED: During the rating period, Mr. Jones has continued to serve as Section Chief of the Crime Research Section. He has the capacity to handle a heavy volume of work with utmost accuracy and efficiency. He utilizes good judgment and has a broad knowledge of Bureau policies and procedures which enables him to most efficiently handle his broad responsibilities. He has displayed outstanding executive ability and contributes a great deal to the effective operations of the Division not only because of his experience but also because of his attitude and personal enthusiasm. Mr. Jones is being rated in the upper levels of excellent for his performance during this rating period.

Initials

- Mr. Jones was complimented on two occasions during the rating period by individuals outside the Bureau for his part in arranging for a tour and a speaker.
 - 6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS:
 (List items taken into consideration on rating guide and check list.)

 N. A.

- 7. PARTICIPATION IN INFORMANT PROGRAMS
 N. A.
- 8. TESTIFYING EXPERIENCE AND ABILITY:

N. A.

9. ACCOUNTING INFORMATION:

N. A.

10. POLICE INSTRUCTION:

N. A.

11. RESIDENT AGENTS:

N. A.

22 AV

Initials

EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE: N. A. 13. FOREIGN LANGUAGE ABILITY: N. A. Language in which proficient. Completed language school Yes **☑** No language to extent Agent can handle typical investigative problems as follows: (1) Conversation form Yes (2) Written form ☐ Yes Evaluate language proficiency in each phase as excellent, very good, good, fair or unsatisfactory Language Understand language ability used during rating period: language ability anticipated during ensuing year: Frequency of use of _____ 14. ADMINISTRATIVE ADVANCEMENT: (a) Agent is interested in administrative advancement. X Yes □ No (b) Agent is completely available for administrative advancement. X Yes. □ No (c) Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance. X Yes ☐ No. (d) If answer to (c) is "Yes," Agent's qualifications are considered very good x excellent outstanding (e) If answer to (c) is "No," is Agent considered to have potential for future administrative advancement? (If applicable,

explanatory comments required.)

Initials To the state of the st

☐ Yes ☐ No

OPTIONAL FORM NO. 10 5010-104 MAY 1962 EDITION GSA GEN, REG, NO. 27 DeLoach UNITED STATES GOVERNMENT lemorandum **b**6 Rosen DATE: 4-23-68 TO Mr. DeLoa b7C Sullivan Tavel . Trotter. Tele. Room FROM T. E. Bishop SUBJECT: MILTON A. JONES EOD 2-6-39 SPECIAL AGENT, GS-16 SECTION CHIEF CRIME RESEARCH SECTION CRIME RECORDS DIVISION RECOMMENDATION FOR REMOVAL FROM PROBATIONARY STATUS Bylletter dated January 22, 1968, Special Agent Jones was censured and placed on probation for failure to recommend appropriate disciplinary action against a subordinate." Mr. Jones has served as head of the Crime Research Section of the Crime Records Division since 1944. He has been a dedicated, enthusiastic and responsible Bureau employee. During the past 90 days during his probationary period, he has handled his duties and responsibilities in an outstanding fashion. His attitude has been admirable and he has continued to fulfill his responsibilities with diligence and accuracy. The attached performance rating for this period reflects his overall performance rating as "excellent." Jones not involved in preparation of McCarthy summary 4-19-68 for which SA ecommended for administrative action. b6 RECOMMENDATION: b7C That SA Jones be removed from probationary status at this ime in view of his excellent work record and splendid attitude. Enclosure May 1/2 Selection 508 1 - Mr. DeLoach 1 - Mr. Mohr 1 - Mr. Callahan Eg. 44 of II

OPTIONAL FORM NO. 10' MAY 1962 EDITION GSA GEN, REG. NO. 27 UNITED STATES GOVERNMENT emorandum : Mr. Callahan TO DATE: 4-25-68 Sullivan Tavel FROM : J. B. Adams SUBJECT: SA MILTON A LJÓNES Chief - Crime Research Section Crime Records Division EOD 2-6-39; GS-16, \$25,875 RE: REMOVAL FROM PROBATION On 1-22-68, Mr. Jones was censured and placed on probation for failure to recommend appropriate disciplinary action against a subordinate for omitting from an outgoing communication certain very pertinent information relating to Eartha Kitt. On 4-23-68, Mr. Bishop rated him "Excellent" and in a separate communication recommended he be removed from probation with comment that during his probationary period, he had handled his duties and responsibilities in an outstanding fashion, his attitude had been admirable and he had continued to fulfill his responsibilities as head of the Crime Research Section with diligence and accuracy. It is noted that Mr. Jones reviewed and approved a summary on Senator Eugene J. McCarthy dated 4-19-68, which failed to include information that a long-time Communist Party member. b6 had allegedly exerted influence on Senator McCarthy to run for President. b7C (SA who prepared this summary, is being censured for this omission). Mr. Jones had no prior knowledge of the pertinent information omitted from this summary and was therefore unable to detect from his review that the summary was incomplete; however, this incomplete summary was prepared in his Section and it is felt he should not be removed from probation at this time. 67-/()4 Searched. Numbered RECOMMENDATION: 10 APR 30 1968 REC-132 That Mr. Jones be reconsidered for removal from probation in 60 days.

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~ ~	દ્	OPTIONAL FORM NO. 10 MAY 1962 EDITION GSA GEN, REG, NO. 27 UNITED STATE Memore	S GOVERNMËNT	•	Ö		Tolson Dehoach Elso
то	į	Mr. Dek	ach	DATE: 6	5-68 b	6 7C	Contad Felt Sale Rosen Sullivan Tavel Trotter
FROM	:	T. E. Bis	shop m/				Ganay
SUBJEC	T:	CHIEF - CRIME R	ON A. JONES CRIME RESEARCH ECORDS DIVISION L FROM PROBAT		Herefo	pot/mak.	-
	in in he pe	robation for fa subordinate for formation rela a special per be removed for eriod Mr. Jone ashion, his att	on January 22, 196 ilure to recomment of recommentating from an atting to Eartha Kit formance rating a rom probation, point has handled his tude had been admit as head of the Critical control of the	id appropriate in outgoing comet. On 4-23-68 ind by memoran inting out that duties and residrable, and he	disciplinary munication I rated him daum that da during his ponsibilitie had continu	vaction aga certain per as "Excell te recomm probationar s in an outs aed to fulfill	inst tinent lent'' ended y tanding his
	in the krist the in Second are second of the	emorandum of clude some per is summary, nowledge of the erefore, unable complete; how ection it was found he was contacted and he was c	t is noted that Mr. Senator Eugene Jartinent information was censured for the pertinent information leto detect from help the should not be inved on probation the comments which was and in the should not be inveded in the should	ch I made conception probationary probationary	Mr. Jones from this surthat the surnary was proposition for th	who prepa had no price mmary and mmary was repared in heat that time Numbered Jones in m s of the sam as-handled	led to b6 b7c red b7c was, was, lis led to b6 b7c led to b7c led to b6 b7c led to b7c le
	RI st	atus at this tir - Mr. DeLoac	rion: hat SA Milton A.	Jones be remo	ved from pr	obationary	3/10/ak
	1	- Mr. Mohr A - Mr. Callaha EB:jo (5)		Jampar	TEP	moden P	Buss



UNITED STATES DEPARTMENT OF JUSTICE FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

Director Federal Bureau of Investigation United States Department of Justice Washington, D. C. 20535

Dear Sir

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except-self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$20, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years will is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$20,000. The liability of the fund shall not under any circumstances exceed the amount of monles in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO T	THE BURÊAU	,	
Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Divisio	n)
SA MILTON A. JONES	5/27/		
The following person is designated as my beneficiary for Speci	ial Agents Insura	nce Fund:	i kalanda Janahan
Name (primary beneficiary; use given first name if female) FANN (= M. TONES		Relationship	b6 b7C
Address			
6911 Olprie Drue am	roude	ele va 22003 ber in	b CAL
Name (contingent beheficiary, if desired: use dives a	······································	Robert	din
Address 6911 Plan Druis	· am	and man Va	· 4 •
Do you desire to designate the above-listed beneficiaries as the Chas. S. Ross Fund as well? Ves No If not, the The following person is designated as my beneficiary to beneficiary of agents killed in the line of duty, other than trave	entire following ander the Chas. S.	portion must be executed.	4 4
Name (primary beneficiary; use given first name if female)		Relationship	
Address		<u> </u>	
Name (contingent beneficiary, if desired; use given first name i	if female)	Relationship	-
Address			
Primon* Parad Special Agents Grance Fund	Ver	y truly yours,	,
9. Edgar Hoover, Director	Spe	cial Agent	
0.2		** **	8-eco

RECEIPT FOR GOVERNMENT PROPERTY. FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

Date 5-1-68

I certify that I have x received returned the following Government property for official use:

Parking Permit Space 61, North Court Internal Revenue

RETURNED

Alternaté Parking Permit Space 61, North Court Internal Revenue

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

(Signature)

(Typed name) ___

Milton A. Jones

Very truly yours

1 13 1968

98

August 29, 1968

Mr. Campbell Jones 640 14th Street Bowling Green, Kentucky 42101

Dear Mr. Jones:

I want to again extend my very best wishes to you on your birthday. It is my sincere hope that you will enjoy this special day and that good health and every happiness will be with you abundantly.

REC-137 67-109

Sincerely yours,

J. EDGAR HOOVER

NOTE: Mr. Jones is the father of Bureau Supervisor -Section Chief Milton A. Jones. He will be 93 years old on his birthday on September 1st. Mr. Jones advises he is in good health although his eyesight is poor and asks that the above letter be sent. The Director sent a similar letter to Mr. Jones

AUG 30 1958

on his 20th birthday.

SENT FROM P. O.
TIME 8:29 APP
DATE 8-29-68

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Pa has

132

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SEP 3

Tolson DeLoach
Mohte Bishop Casper Callahan
Conrad Gole Rosen Sullivan

BOOM TEL ETVER HAIT

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June 7, 1968 PERSONAL

b6

b7C

Mr. Milton A. Federal Bureau of Investigation Washington, D. C.

Dear Mr. Jones:

I am pleased to advise that you are being removed from a probationary status.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover Director

1 - Mr. Bishop (PERSONAL ATTENTION)

1 - Movement

1 - Personnel Actions Unit

1 - Voucher-Statistical Section

(Direct) l - Miss

Tolson

Bishop . Casper Callahan . Conrad . Felt_ Gale . Rosen . Sullivan . Tavel -Trotter Tele. Room

DeLoach Mohr .

/MAK, (7)

Based on memo T. E. Bishop to Mr. DeLoach 6-5-68, TEB:jo.

b6 b7C

MAIL ROOM TELETYPE UNIT

Standard Form 88 (Rev. June 1956) Freau of the Budget Circular 4-32 (Rev.)	MEDICAL EXAMINATION -110
1. AST NAME-FIRST NAME-MIDDLE NAME	2. GRADE AND COMPONENT OR POSITION 3. IDENTIFICATION OF 18
	rs 5A 4-50-48
4. NOME ADDRESS (Number, street or RFD, city or town, zone and State)	5. PURPOSE OF EXAMINATION 6. DATE OF EXAMINATION
	annual 7-25-68
7. SEX 8. RACE 9. TOTAL YEARS GOVERNMENT	
MILITARY CIVILIA	
12. DATE OF BIRTH 13. PLACE OF BIRTH	14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN
1/24/2	
1/24/13 Ku.	· ·
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS	16. OTHER INFORMATION
NNMC	
17. RATING OR SPECIALTY	TIME IN THIS CAPACITY (Twal) LAST SIX MONTHS
ALVIEN FILL LAND	
NOR- (Check each item in appropriate col- ABNOR-	Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)
18. HEAD, FACE, NECK, AND SCALP	
19. NOSE	٨
20, SINUSES	Oughrasle representes belaterally.
21. MOUTH AND THROAT	
22. EARS-GENERAL (Int. & ext, canals) (Auditory)	capitally orangenutes bulaterally.
23. DRUMS (Perforation)	2. Act. 0.1
24. EYES=GENERAL (Visual acusty and refraction under stems 69, 60 and 67)	
25. OPHTHALMOSCOPIC	2 2 4
26. PUPILS (Equality and reaction)	- 10 on Av
27. OCULAR MOTILITY (Associated parallels more ments, nystamus)	- you wan
28. LUNGS AND CHEST (Include breasts) 29. HEART (Thrust, size, thythm, sounds)	RESULTS
30. VASCULAR SYSTEM (Varicovilles, etc.)	15.3 Hebens
31, ABDOMEN AND VISCERA (Include hernia)	46 Her 7.
32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Frostate, sf indicated)	6.3 Wac X101
33. ENDOCRINE SYSTEM	- Annual Section Services
34 G-U SYSTEM	49 NEUL W. D
35. UPPER EXTREMITIES (Strength, range of motion)	BAND % F
36. FEET	AL G LYMPH % E
37, LOWER EXTREMITIES (Except feet) (Strength, range of motion)	1 803 74 8
38. SPINE, OTHER MUSCULOSKELETAL 39, IDENTIFYING BODY MARKS, SCARS, TATTOOS	1 6A30 M
40, SKIN, LYMPHATICS	REG-137
41. NEUROLOGIC (Equilibrium tests under item 72)	MO-101
39, IDENTIFYING BODY MARKS, SCARS, TATTOOS 40, SKIN, LYMPHATICS 41. NEUROLOGIC (Equilibrium tests under item 72) 42. PSYCHIATRIC (Specifyany personality deviation)	91 67-109 106 - Hill- Francier X103
43. PELVIC (Females only) (Check how done)	Searched Numbered
□VAGINAL □RECTAL	(Continue in item 73)
44. DENTAL (Place appropriate symbols above or below number of upper and low	1 DEFECTS AND DISEASES
0-Restorable teeth [-Nonrestorable teeth XXX-Replaced by dentures	16.XX)=Fired bridge, brackets to Elano Ope 111
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1 1 2 3 4 5 6 7 8 9 10 H 32 31 30 29 28 27 26 25 24 23	11 12 13 14 15 16 E 22 21 20 19 18 17 F 22 21 20 19 18 17 F
	X X I M defects noted
	ABORATORY FINDINGS
45. URINALYSIS: A. SPECIFIC GRAVITY	46. CHEST X'RAY (Place, date, film number and result)
B. ALBUMIN D. MICROSCOPIC	
Mag Ess Nog	17513 - See Report
47; SEROLOGY (Specify test used and result) 48, EKG 49. BLOOF	D TYPE AND RH SO. OTHER TESTS
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62. HETERÓPHORIA (Specify distance) ESº EXº R. I	ſ .	L H.	PRIS	M DIV.	-	PRISM	CONV	•	PC	PD
63. ACCOMMODATION	64. COLOR VIS	ON (Test	used and res	μlt)		65. DE	PTH PERC	EPTION	UNCORR	ECTED
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66. FIELD OF VISION	67. NIGHT VISI	ON (Test 1	used and scor	<i>.</i> Б e1		68. RE	D LENS T	EST		AOCULÁR TENSION
V. FILLO OF VISION				- с			,			
70. HEARING	71. 🚜		AUDIO	METER	, .		7	72. PSYCHOLOGI (Tests used	CAL AND PSY	сномоторя 🔹
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73. NOTES (Continued) AND SIGNIFICANT OR INTERV			<u> </u>		<u> </u>			~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	+	
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(Use additional sheets if necessary)										
74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)										
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_ O hydersolle . Nep;										
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75. RECOMMENDATIONS—FURTHER SPECIALIST EXAM	INATIONS INDICA	TED (Spec	cify) he				7	76. /	. PHYSICAL	PROFILE
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mone			w 10							FF
77. EXAMINEE (Check)	<u> </u>							engggine	·	
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B. IS NOT QUALIFIED FOR				•				В.	THE SICAL CA	INOCAL
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78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS	BY ITEM NUMBE	R							В	C E
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-79:-TY950-00-										
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80. TYPEO NAME OF PHYSICIAN SI										
81, TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which) SIGNATURE										
61' TILED OV LUMITED HAME OF DEUTIO! OV LUTORING (THREET MARK)										
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82. TYPED OR PRINTED HAME OF REVIEWING OFFICER	OR APPROVING	LÚTHORIT	Y	SIG	NATURE		•		-	NUMBER OF AT-
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								•	13 13 (47) 14	Call V
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PATIENT'S LAST NAME - FIRST NAME - MIDDLE NAME

TONES, Milton A.

AGE SEX (Check one)

BED TONES, STRETCHER PATIENT AMOULATORY

EXAMINATION. REQUESTED.

(Above space for mechanical imprinting, if used)

PERTINENT CLINICAL HISTORY, OPERATIONS, PHYSICAL FINDINGS, AND PROVISIONAL DIAGNOSIS

CHEST: Thelung fields are clear and fully expanded. There is no gross evidence of cardiomegaly and no lesions are noted in the visible skeleton. Incidentally noted is a slight scoliosis of the thoracic spine, convex to this persons right side, associated with minimal spurring of the lower

thoracic vertebral bodies.

CDR MČ USN

tec

FILM NO.

b6 b7C

SIGNATURE: (Specify location of laboratory if not part of requesting facility,

b6

Standard Form 519A'(Rev. Aug. 1954)
Promulgated by Bureau of the Budget
Circular A-32 (Rev.)

RADIOGRAPHIC REPORT

NAME OF HOSPITAL OR OTHER MEDICAL FACILITY

67-109 106 FRY

premalignant change.

•	O

b6 b7C



U.S. GOVERNMENT PRINTING OFFICE : 1961 0-596512

CLINICAL RECORD	TISSUE EXAMINATION
SPECIMEN SUBMITTED BY	DATE OBTAINED
LCDR, DC, USN	1 August 1968
SPECIMEN	
(L) lateral margin of tongue,	approximately at junction of posterior and middle third
	and rapidity of growth, if a neoplasm) 1-circumscribed, .3 cm. in diameter lesion which was Appeared to be confined to epithelium.
	None - picked-up on routine exam.
Clinical Impression: Focal ker	
PREOPERATIVE DIAGNOSIS	
OPERATIVE FINDINGS	
POSTOPERATIVE DIAGNOSIS	SIGNATURE AND TITLE
	PATHOLOGICAL REPORT
NAME OF LABORATORY	ACCESSION NO(S).
NDS, NNMC, BETHESDA, MD.	523-68
	ellipse of whitish mucous membrane measuring 0.4 x
0.2×0.1 cm. Arising from the $0.15 \times 0.15 \times 0.1$ cm.	e mucosal surface is a small sessile nodule measuring

MICRO: Examination reveals sections which include mucous membrane and the superficial portion of the underlying striated muscle. Near one lateral surgical margin the covering stratified squamous epithelium exhibits mild hyperplasia forming several extremely small papillary projections which are supported by central cores of vascular fibrous connective tissue. These are covered by a rather prominent layer of parakeratin. The epithelial cells are well-differentiated and show no evidence of malignancy or suggestion of

DIAGNOSIS: Papillary hyperplasia with hyperparakeratosis, tongue.

b6 b7C

	Continue on	reverse side)		
CAPT, DC, USN	ÿ.			DATE I	Rec [†] d 1 Aug 68 Rep [†] d 2 Aug 68
JONES, Milton	AGE	SEX	RACE	IDENTIF	CATION NO.
6911 Alpine Dr. Annandale, Va.	55	M	Cau.	FBI	
PATIENT'S, IDENTIFICATION (For typed or written entri middle; grade; date; hospi ORAL SURGERY, NDS, NNMC	es give: Name- tal or medical i	last, first, facility)	REGISTER NO.		WARD NO.
					TISSUE EXAMINATION Standard Form 515 515-105

67-109 106-424

FD-303 Rev.	2-9-671
1 0 000 3 10 10	2

Attachment to Standard Form 88, Report of Medical Examination For Information and Guidance of Medical Examiner

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Name of Examinee	Last	<u>, , , , , , , , , , , , , , , , , , , </u>	First	Middle		
The following portions of th	e attached examinat	ion report form :	need not be comple	eted:		
2	9	:62	69			
3	11:	65	72	· · · · · ·		
4	14	. 67/ *	7 6			
8	17	.68				
46: Is necessary unless fac	ilities for affording	same are not re	adily available.			
48. Not required unless exa	minee is over 35 ye	ars of age or ex	amination indicate	es such is desirable.		
49. Is necessary unless fac	ilities for affording	same are not re	adily available.			
71. Audiometer examination and Special Agents. Apploss exceeds a 15 decided 2000 cycles).	plicants for the Spe	cial Agent posi	tion. will not be a	ccepted, if, the hearing		
For All Examinees, Whether	Clerical or Special	Agent Applican	ts or Employees:			
The medical examiner shoul	d answer the follow	ing question:	man da			
Examinee i	s. " is not qualifi	ed for strenuous	s physical exertion	f 1•		
To be Answered in the Case of All Male Employees and Male Applicants:						
1. Does examinee have any dangerous assignments v				defensive tactics and		
No Yes If "yes	" please specify de	fects.				
۷۰۰ تا ده پیپ	· · · · · · · · · · · · · · · · · · ·	* .	-			
2. Does examinee have any	defects prohibiting	safe operation	of motor vehicles?			
No Yes If "yes	s" please specify de	fects.	1 2 2 42			
Abs	#					
3. For safe driving of motor least 20/40 in one eye a rective glasses while op If recommendation is based.	nd 20/100 in the other and continuous and the other and the other and the other websites and the other and the oth	ner, corrected ön icle? 🖂 Yes	uncorrected. Sho	ould examinee wear cor-		
6	7-1091	06 -4	F24	7- 47 \$ 1 - 1		
	Later .	dan a same				

Height	Small Erang AUMIN	Medium Frame	Large Frame
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5' 5"	12)EF 129 10 31 A	126 - 139	134 - 152
5'6"	124 - 133	130 - 143	138 - 157
5'7"	128 - 137	134 - 148	143 - 162
5'8"	132 - 141	138 - 152	147 - 166
№ 5′9″	136 - 146	142 - 156	151 - 170
5'10"	140:- 150	146 - 161	155 - 175
5'11"	144 - 154	150 - 166	160 - 180
6'	. 148 - 158	154 - 171	164 - 185
6'1"	152 - 163	158 - 176	169 - 190
6'2"	156 - 167	163 - 181	174 - 195
6'3"	160 - 171	168 - 186	178 - 200
6'4"	169 - 180	178 - 196	188 - 210
6'5"	174 - 185	182 - 202	192 - 216
I consider his present	ght table, the examinee's fr weight Satisfactory	Excessive Deficie	
Under proper medical a	supervision, employee shoul	d lose pounds gain pounds	
emarks:	None		
	* * 1		,
	b6 b7c	gnature or m	eurear Examiner

<u>}</u>

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FD-208 (Rev. 3-18-68)	PERSONAL	INFORM	ATION V	in Manner
· · · /	REQUEST	ID/OR FOR LE	AVE	
To Mr. Bishop			DATE: 11	18-68
FROM: M. A. Jones W	•]	A STATE OF THE STA		
Name Milton A. Jones		_ Social Sec	curity No. <u>224-6</u>	0-2482
Assigned Crime Records	Division	EÔD . 2	<u>-6-39·</u>	# ·
REQUEST FOR LEAVE WITHOUT	PAY .	LWOP from	4 200	_ to
Hours of annual leave accrued	Hours of sick leave (if a	pplicable)		nnual leave in addition to LWOP
Reason:	<u> </u>	* .	Yes	⊡ No
				,
		. — ———		Annual Contract Contr
			¢	
		, a		
ILLNESSES Nature of illnes	ss: (Indicate extent of, do	escription, a	nd current condition :	under Remarks) ndicated under Remarks)
Accident	Injury Dise		Operation	
Date sick leave commenced	Date ceased a	ctive duty	Expect	ed date of return to duty
Address: Confined at:	Hospital Resi	dence		
	•	4		
·	4		h	
EMPLOYEE REQUESTS ADVANCE				
	annual leave and	hours o	f sick leave (if appli	cable) accrued.
DEATHS Father Mothe		aughter		
Brother Siste	r Son O		Relationship.	
Name of deceased Campbell Jone	a à		lace of death 8. Bowling Gr	ceen Kentucky
Employee's residence address	- O	If employe	e is leaving residenc	e because of this death, what will
6911 Alpine Drive) .	be his to	emporary address?	
Annandale, Virgin	•	,		
	•			
		Time and d	late-of-departure:	
		1		

ADDITIONAL REMARKS AND/OR REASONS FOR REQUEST WHICH WILL BEJGRANTED, UACB.

Dirs, Perso Mote
11-18ECID D'INNIN' DIA.
REC-148

67- 109 106-465 Searched Numbered 62.

1- Mr. Callahan

3/00

CEIPT FOR GOVERNMENT PROP FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

ì	1∩ 0'→¢0	
Date	10-8-68	
Date		

I certify that I have received x returned the following Government property for official use:

Monograph: Minutemen: Extremist Guerrilla Warfare Group

April, 1965 Copy 343 65C

REÀD

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been; completed.

DO NOT MARK OR WRITE ON: IT OR MUTILATE IT IN

Very truly yours,

(Typed name) Milton A. Jones

CEIPT FOR GOVERNMENT PROP FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

Date	10-8-6	38		
שמע	تكانينا ويوانين		_	

I certify that I have received returned the following Government property for official use:

Monograph: American Nazi Party

Copy 119 65E June, 1965

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

Milton A. Jones

FILE

Very truly yours,

(Signature)

(Typed name)

CEIPT FOR GOVERNMENT PROPERLY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

-- Date <u>10-8-68</u>

I certify that I have received returned the following Government property for official use:

Monograph: Nation of Islam: Cult of the Black Muslims Copy 120 65D May, 1965

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

8 OCI 31 19:



Very truly yours,

(Signature)

Milton A. (Jones

(Typed name)

CEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

Date 10-7-68	
1711/0	

Royal Portable Typewriter SA-6023891

FILE b6
-b7C

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

(Signature)

(Typed name) Milton A. Jones

Very truly yours,

67-NOT RECOKULING

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		*	The state of the s	
	OPTIONAL FORM NO. 10 5010-104		大	
	MAY 1962 EDITION GSA GEN, REG. NO. 27			Tolson
	UNITED STATES GOVERNMENT		स	DeLoach
	7.1		b6	Mohr
	Memorandum		b7C	Casper -
			Ň	MFC Great
	Mr. Mohr		Tomas (C. 1000	Gole
TO :	WIII. WOIII	DATE;	January 6, 1969	Rosen
	1/			Tavel -
FROM:	Mr. Callahan		11.	Tele. Room
	Mir. Garianan		0. DHH 10	Gandy
•	(C)		1 Part Por	
SUBJECT:	MILTON A. (JONES		1 my X/2	
	Section Chief		/° 10	
	Crime Research Section		· ·	
	Crime Records Division			
1	SERVICE AWARD LETTER	<u> </u>		
	30th Anniversary 2-6-69	•		
	ear the			*
•	Mn Milton A	Tonog Contion Chi	iof of the Coins Dans	1
	Section in the Crime Decer	Jones, Section Chi	ief of the Crime Rese	earcn.
•	Section in the Crime Recor	as Division, (cereb)	rates his 30th year o	it .
	Bureau service on 2-6-69.		-	
	Description to the second			, r
	During the past	3 years he has be	en commended twice	
	and censured 4 times, the	last time on 1-22-6	58, resulting in	
	probation for failure to rec	ommend appropria	te disciplinary action	n
, ,	against a subordinate. Ren	noved from probati	ion 6-7-68. Receive	d
\	a quality within-grade sala	ry increase for Out	tstanding performanc	ce
	effective 5-8-66 and anothe	r one effective 5-7	-67 for sustained	
	above-average performanc	e over an exterided	period of time. He	is
· · · · · · · · · · · · · · · · · · ·	presently in Grade GS-16,	\$28,000, and was:	rated Excellent on	
A	last performance report.	• • •		
	•	Aş		
	The Director m	ay desire to prese	ent Mr. Jones' letter	
		gested letter is att		
		O and the manager and the		
	11300	ſ		
	ad we	1/ 20/ 20		
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		050 405	67-109/26-4	Alla
	Enclosure	REC-137	SearchedNumbered	
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ħ	1 - Mr. Bishop (Sent Direc	1/4		02-
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<i>,</i>	W. Marie Marie	•		12 1
18 8	Marina Mana			フィノ
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)` EEB 71953@			Q
11. 10	- 1	•	•	

December 2, 1968

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, Maryland]	
<u> </u>	 -	-

Thank you for the very favorable comments in your letter of November 24th concerning the efforts of Messrs. Jones and Peck with respect to Mr. Peck's address before the Chevy Chase Chapter Daughters of the American Revolution.

We are glad to have been able to cooperate with you in this manner and I am pleased to learn his remarks were so well received. They join me in expressing appreciation for your thoughful letter and for the high regard you hold for our work.

Sincerely yours,

1 - Mr. Bishop - Enclosure
Personal Attention: Bring to the attention of SA's Milton A. Jones
and James R. Peck.

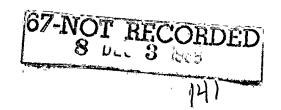
1- Personnel File of SA Milton A. Jones - Enclosure
1 - Personnel File of SA James R. Peck. - Enclosure

NOTE: Correspondent is a former clerical employee who EOD 9-5-50 and resigned 1-15-54. Arrangements for SA Peck's appearance were made telephonically during July, 1968. SA's Jones and Peck are assigned to Crime Records Division.

JBT:sam (7)

Dear Mrs.

DUPLICATE YELLOW





. Cheby Chase Chapter Baughters of the American Revolution Cheby Chase 15, Maryland

24 November 1968

Mr. J. Edgar Hoover United States Department of Justice Federal Bureau of Investigation Washington, D. C. 20535

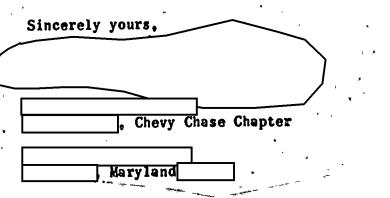
Dear Mr. Hoover:

The Chevy Chase Chapter Daughters of the American Revolution would like to express its appreciation to you and the Bureau for making it possible for Agent James R. Peck to speak to our chapter this month.

His comments were most interesting and informative, and I feel sure that many who attended the meeting left it better informed after hearing him speak. Mr. Peck's pleasant manner, his patience in answering the many questions put to him proved him to be an excellent representative of the Bureau.

Mr. M. A. Jones, also of your office, was instrumental in securing Agent Peck as our speaker, and we would like to thank him too.

The pamphlets which I requested on the Bureau arrived, and will be distributed to our members next month. We wish you and the Bureau continued success in your operations, and hope that by informing our members we may in some small way contributed in building even greater respect for your fine organization.



b6 b70 November 18, 1968

Mr. Milton A. Jones 6911 Alpine Drive Annandale, Virginia 22003

Dear Mr. Jones:

I want to convey my heartfelt sympathy to you and your family on the passing of your Father.

It is hoped that you will derive a measure of comfort from knowing that the understanding thoughts of your Bureau associates are with you in your bereavement.

> Sincerely. J. Edgar Hoover

1 - Mr. Bishop (Personal Attention)

HI-NOT RECORDED.7

SA Jones orally advised 11-18-68 that he will be on annual leave-only one day (11-19) to attend the funeral.

b6

Mohr . Bishop Casper _ Callahan

Conrad . Gale Rosen Trotter

MALLED 4 NOV 181968 COMM-FBE

OPTIONAL FORM NO. 10
MAY 1962 EDITION
GEA GEN. 87G. NO. 27

UNITED STATES GOVERNMENT

$\dot{M}emorandum$

TO : Mr. Callahan

DATE: 2/5/69

b6 b7C Casper
Callahan
Contad
Felt
Gale
Rosen
Sullivan
Tavel
Trotter
Tele. Room

Tolson

Mohr ____ Bishop __

FROM : J. B. Adams 35 1850

SUBJECT: SA MILTON A. (JONES
Section Chief - Cr.

Section Chief - Crime Research Section

1

Crime Records Division EOD 2/6/39; GS-16, \$28,000

The following is a brief summary of SA Jones' record for the Director's use. On 2/6/69 he celebrates his 30th Anniversary with the Bureau.

He entered on duty 2/6/39 as a Special Agent and is presently assigned to the Crime Records Division as Section Chief in the Crime Research Section, in Grade GS-16, \$28,000 per annum. He is 56 years of age, married and has 3 children.

On 2/6/64 the Director personally presented him with his Twenty-five-Year Service Award Key and since that time he has been COMMENDED on two occasions and received two QUALITY WITHIN-GRADE INCREASES. The most severe administrative action taken against him during this period was on 1/22/68, when he was CENSURED and PLACED ON PROBATION for failure to recommend appropriate disciplinary action against a subordinate for omitting from an outgoing communication certain very pertinent information relating to Eartha Kitt. He was REMOVED FROM PROBATION on 6/7/68.

On 3/31/68 he was rated SATISFACTORY with comments stating he served as Section Chief of the Crime Research Section, and in this capacity he guided and directed the diverse projects and heavy work load handled in the Section in an outstanding fashion. He was interested in, completely available for, and his qualifications were considered excellent for future administrative advancement. He was rated satisfactory in view of the administrative action taken against him on 1/22/68. His overtime performance is satisfactory.

Since February, 1962, he has listed Seat of Government, Richmond and Louisville as his offices of preference. He is presently serving in his first office of preference.

In November, 1956, Mr. Tolson recommended that Jones hedemoted and transferred to Newark in donnection with market Jones wrote commenting on changes suggested by Miss Gandy9in a draft of a letter. The Director noted, "I concur." Any such

/ Enclosure - Photograph

(OVER)

3/14



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attitude as herein manifested is not only unwarranted but is subordinate." Mr. Nichols advised that Jones stated the phraseology of the routing slip was unfortunate, he apologized and Mr. Nichols stated his attitude was exceedingly good. (The penciled notation on the routing slip read, "This one takes the prize. We break our necks getting it out and get this type of stuff back.") The Director commented, "The note was a culmination of many complaints about his difficult manner and uncooperativeness. I discounted the previous complaints assuming that there might be clashes of personalities, but when I saw this in black and white, the actual expression of hostility frankly stunned me and confirmed all previous reports I had received about his attitude." The Director saw Jones in November, 1956 when Jones apologized and the Director stated he would be willing to give him one more chance and the transfer and demotion orders were cancelled and he was placed on probation, 11/23/56 and removed on 6/5/57.

His a summer employee in 1959, 1960, 1961 and 1962 as a File Clerk. Her services were satisfactory. His was employed by the Bureau as a summer employee in 1961 and 1962 and his services were satisfactory. His was employed by the Bureau from 6/21/43 to 8/26/43, from 6/5/44 to 8/28/44, and from 5/28/45 to 8/27/45 as a Locate Clerk. Her services were satisfactory.

Under date 8/29/68, the Director congratulated Mr. Campbell Jones, employee's father, upon his 93rd birthday on 9/1/68. It is noted that on 11/16/68, Mr. Campbell Jones passed away and the Director's letter of sympathy was sent to SA Jones.

By letter dated 2/6/68 SA Jones was congratulated by the Director on the occasion of his Twenty-Ninth Anniversary in the Bureay.

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February 6, 1969

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Jones:

On the occasion of your Thirtieth Anniversary with the Federal Bureau of Investigation which you celebrate today, I wish to extend my sincere congratulations and to express the hope that your anniversary will be filled with many pleasant memories of your association with our organization. I also wish to present to you, on behalf of the Bureau, your Thirty-Year Service Award Key.

The FBI has found it necessary to shoulder new responsibilities during the past years and there have been times when our burdens taxed all of our resources to the limit. It has been because of the unselfish service and sacrifice of experienced associates such as you that we have been able to discharge our obligations.

Your diligent efforts and fine spirit have been examples to your associates.

With best wishes and kindest personal regards,

	** ****	nese armes una vinache ber pount	regards,
Regr	b6 b7C b6 b7C	Sincerely, J. EDGAR HOUVED 67-100	2106 - 408 Numbered
Tolson DeLoach Mohr Bishop Casper Callchan	1 - Miss	(Personal Attention) [Sent Direct)	FEB 7 JUS JY
Controd	FEB 12195	SENT FROM D. O. TIME 10:00 A-M DATE 2-6-69	AN SAN
Gandy	MAIL ROOM TELETYPE UNI	- D tel lillerected	

FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

		1		
Name of Employee:	MILTON A.	JONES		
Where Assigned:	Crime Records (Division) itle and Grade: Spe		rime Research S (Section, Unit) Section Chief, G	- · · · · <u>-</u> · · · · · · · · · · · · · · · · · · ·
Rating Period: from	4/1/68	to _	3/31/69	
ADJECTIVE RATING:		XCELLENT	tory, Unsatisfactory	Employee's Initials
Rated by:	Thomas & V	BuilopAssis	stant Director	4/1/69 Date
Reviewed by:	Signature Calla	lan	Title Assistant Director	APR 4 1969
Rating Approved by:	Signature	REC-138	Title	Date
· . 4	TYF	PE OF REPORT	Administrative Administrative 60-Day 90-Day Transfer	n from Service

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o APR 1 1 1969"

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PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name	of EmployeeMILTON A. JONES		•
	RATING GUIDE AND	CHECK-LIST	
Note:	Only those items having pertinent bearing on employee's performance compared. RATE ITEMS AS FOLLOWS: Outstanding (exceeding excellent and deserving of special commendation). Excellent. Satisfactory (good or very good). Unsatisfactory. No opportunity to appraise performance during rating period.		ed. All employees in same salary grade should be
	for determining adjective rating:		
1. "On name of the	tor determing dejective rating: that all elements be + and (trative details, including reasons for considering each worthy of Species (cellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depet than following any mechanical formulas; however, for an employee performance evaluation factors on the rating guide and check-list and the rating factors. Good judgment must be exercised to insure that adje Any element rated "Unsatisfactory" must be supported by narrative of the (90-day) prior warning, and (3) the efforts made after the warning level and must be attached to FD-185a.	al Commendation pend upon the commendation to be rated "Ex lamust be rated cotive rating is comments."	n and be attached to FD-185a. omposite result of evaluating all rated elements cellent" he must not be rated unsatisfactory on "Excellent" or "Outstanding" on the majority of reasonable in the light of elements rated.
_ 	. (1) Personal appearance.	E_ (16)	Firearms ability.
-	(2) Personality and effectiveness of his personal contacts. (3) Attitude (including dependability, cooperativeness,	(i7)	Development of informants and sources of
	loyalty, enthusiasm, amenability and willingness to	<u></u>	information. Reporting ability:
+	equitably share work load). (4) Physical fitness (including health, energy, stamina).		(a) Investigative reports (b) Summary reports
#	(5) Resourcefulness and ingenuity. (6) Forcefulness and aggressiveness as required.		+ (c) Memos, letters, wires
<u>=</u>	- (7) Judgment, including common sense, ability to arrive at		(Consider: #conciseness; #clarity; #crganization; #thoroughness;
+	proper conclusions, ability to define objectives. (8) Initiative and the taking of appropriate action on own		accuracy;adequacy and pertinency
1	responsibility.	<u> </u>	of leads; == administrative detail.) Performance as a witness.
主	(9) Planning ability and its application to the work. (10) Accuracy and attention to pertinent detail.		Executive ability:
	(11) Industry, including energetic, consistent application to		(b) Ability to handle personnel
	duties. (12) Productivity, including amount of acceptable work		(c) Planning (d) Making decisions
	produced and rate of progress on or completion of assignments. Also consider adherence to deadlines		(e) Assignment of work
	unless failure to meet is attributable to causes beyond		(f) Training subordinates (g) Devising procedures
<u>+</u>	employee's control. (13) Knowledge of duties, instructions, rules and regulations,		(i) Promoting high morale
-	including readiness of comprehension and "know how"	0 (01)	+ (i) Getting results
0	of application. . (14) Investigative ability and results:		Ability on raids and dangerous assignments: (a) As leader
	(a) Internal security cases (b) Criminal or general investigative cases	- (00)	(b) As participant Organizational interest, such as making of sug-
	(c) Fugitive cases	_1_	gestions for improvement.
_	(d) Applicant cases (e) Accounting cases Physical surveillance ability.	$\frac{-7}{7}$ (23)	Ability to work under pressure. Miscellaneous. Specify and rate:
0	(15) Physical surveillance ability.		Dictation ability
A. Spe	ecify general nature of assignment during most of rating period (such as	s security, crim	inal, applicant squad, or as Resident Agent,
Sup.	Section Chief - Crime Research Section	1	
B. Spe	ecify employee's most noteworthy special talents (such as investigator Administrator, Desk Man	, desk man, res	earch, instructor, speaker):
C. (1)	Is employee available for general assignment wherever needs of servi	ice require? Y	9S (If answer is not "yes," explain in parrative
	comments.) Is employee available for special assignment wherever needs of servi comments.)		•
D. 1. lea que	Has employee had an abnormal sick leave record during rating period? ve or LWOP for illness) during rating period than the amount of sick lastion is "yes," explain in narrative comments.)	no 2. Ha	s employee used more sick leave (including annual ring such period?(If answer to either
If a	employee qualified to operate a motor vehicle incidental to his official answer is "yes," personnel file must reflect the following: (a) Has va Is physically fit to drive. (c) Past safe driving record OK or has pas	lid State or loc	al operator's license for type vehicle he is to use.
	EXCELLENT		EMPLOYEE'S INITIALS 23 68
AD.	JECTIVE RATING: Outstanding, Excellent, Satisfactory, I	Insatisfactory	EMPLUIGE'S INITIALS

NARRATIVE COMMENTS

- 1. PERSONAL APPEARANCE AND PERSONALITY: Mr. Jones makes a fine personal appearance, is always neatly dressed in a businesslike manner, and is most effective in his personal contacts.
- 2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:

N.A.

3. <u>LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING</u>
PERFORMANCE; AND SICK LEAVE INFORMATION:

His physical condition is such as to enable him to handle any assignment. There are no limitations on his availability and his sick leave record is outstanding.

4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED:

During the rating period Mr. Jones continued to serve as Section Chief of the Crime Research Section. In this capacity he has demonstrated the ability to utilize maturity, sound judgment and common sense on decisions made by him, and he assumes responsibility very easily. He has the capacity to direct many different projects and a heavy workload handled by his Section in an outstanding fashion and he, himself, is extremely industrious and engenders excellent morale on the part of his associates and subordinates. His long experience of over 30 years in the Bureau and his personal enthusiasm for the work handled by the Crime Records Division make him an exceedingly valuable employee.

Initials 8

5.	NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED:
	None
6.	DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS: (List items taken into consideration on rating guide and check list.)
	N.A.
	•
-	
7.	PARTICIPATION IN INFORMANT PROGRAMS:
	N.A.
8.	TESTIFYING EXPERIENCE AND ABILITY:
	N.A.
۵	ACCOUNTING INFORMATION:
J.	ACCOUNTING INFORMATION:
	$N_{\bullet}A_{\bullet}$,
10	POLICE Mampy description
	POLICE INSTRUCTION:
	N.A.
11	Description A original
	RESIDENT AGENTS:
	N.A.
	Initials

- 2 -

12.	EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:		
	N.A.		
	•		
13.	FOREIGN LANGUAGE ABILITY: N.A.	,	
	Language in which proficient No Completed language school Yes No Fluent in language to extent Agent can handle problems as follows: (1) Conversation form Yes No No Yes No Evaluate language proficiency in each phase as excellent, very good		
	unsatisfactory	ou, goou,	ian or
	Language Read Write	<u>Spea</u>	<u>Understand</u>
	8		
	Frequencylanguage ability used during rating per	iod:	
	Frequency of use of language ability anticipated	during ens	uing year:
· 14.	ADMINISTRATIVE ADVANCEMENT:		
	(a) Agent is interested in administrative advancement.	X Yes	□ No
	(b) Agent is completely available for administrative advancement.	X Yes	□ No
	(c) Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance.	¹[X] Yes	□ No
	(d) If answer to (c) is "Yes," Agent's qualifications are considered very good x excellent outstanding	ł	-
	(e) If answer to (c) is "No," is Agent considered to have potential for future administrative advancement? (If applicable,		
	explanatory comments required.)	TYes	□ No

Initials V

February 24, 1969

- 1 War	Mr. ,	
	Immanuel Presbyterian Church 888 Dolley Madison Boulevard McLean, Virginia 22101	¢.
z	Dear Mr.	,
*	It was indeed kind of you to write on February 17th	
	concerning the recent address by Mr. at the Immanuel Pres-	
-	byterian Church. He enjoyed making this appearance and I am	
	pleased to learn his remarks were so well received. My associ-	
3 (ates join me in expressing appreciation for your generous remarks.	_
*	Sincerely yours,	
	1 - Mr. Bishop - Enclosure Personal Attention: Bring to the attention of Special Agents Milton A. Jones and Personnel File of Special Agent Milton A. Jones - Enclosure 1 - Personnel File of Special Agent — Enclosure	
	NOTE: Bufiles contain prior cordial correspondence with Mr. Last outgoing 10-22-68 concerning speech at Immanuel Presbyterian Church on 2-16-69.	
X	CEE: ram (7)	14.
orania man	DUCLEATE VELLOW	

Mr. John E. Hoover Director, Federal Bureau of Investigation Washington, D. C. 20535

Dear Mr. Hoover:

Last evening Special Agent addressed a large gathering of members of Immanuel Presbyterian Church in McLean, Virginia. He spoke on the Nation's crime problem with emphasis on youthful offenders.

Two points were made clear both in his address and the question and answer period. One is that citizens can support and strengthen law enforcement in a number of ways. Secondly, the FBI, despite its prestige, cannot solve all the crime problems this country is faced with. Worded better, the FBI has a limited role.

Mr. wealth of knowledge and field experience were evident. His manner was direct but still friendly, and reflected the high caliber of professional being the public expects, looks for, and finds in the men who carry the badge of the Federal Bureau of Investigation.

Please extend our gratitude to Mr. for taking the time to spend an enlightening evening with us. Mr. Jones was also very cooperative in helping me arrange the program.

Sincerely,

b6 b7C

Immanuel Presbyterian Church

b6 b7C

b6

b6 b70

REPORT OF MEDICAL EXAMINATION

Breau of the Budget REPORT OF MEDICAL	EXAMINATION	88-110
1. DAST NAME-FIRST NAME-MIDDLE NAME	2. GRADE AND COMPONENT OR POSITION	3. IDENTIFICATION NO.
JONES MILTON ANKERS	1 5 A	H-50-48
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)	5. PURPOSE OF EXAMINATION	6. DATE OF EXAMINATION
	ANNLAC	7.16 69
7. SEX 8. RACE 9. TOTAL YEARS GOVERNMENT SERVICE	10. AGENCY 11. ORGANIZATION U	117-10-0
MILITARY CIVILIAN	-1 , , ,	, · · · · · · · · · · · · · · · · · · ·
12. DATE OF BIRTH: 13. PLACE OF BIRTH	, 14. NAME, RELATIONSHIP, AND ADDRESS OF N	EXT OF KIN
1:5113 1 1-11		
1-24-1) / / /		
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS	16. OTHER INFORMATION	, 5
17. RATING OR SPECIALTY	TIME IN THIS CAPACITY (Total)	LAST SIX MONTHS
in the off a rought	TIME IN THIS CAPACITY (Taxa)	LASI SIX MONTHS
CLINICAL EVALUATION NOTES. (Describe ever	ry abnormality in detail. Enter pertinen	t item number before each
NOR- Check each item in appropriate col- ABNOR- comment. C	ry abnormality in detail. Enter pertinen Continue in item 73 and use additional sh	eets if necessary.)
the second control of		
19. NOSE	Λ ·Λ Λ	1 . A. t.
20 SINUSES	Sugar busher	Kernons
21 MOUTH AND THROAT	small hyper	i Oppor
22. EARS—GENERAL (Int. & ext. canals) (Auditory	(L) tours	Jan War.
23. DRUMS (Perforation)	sion (
		· · · · · · · · · · · · · · · · · · ·
25. OPHTHALMOSCOPIC 26. PUPILS (Equality and reaction)		
27. OCULAR MOTILITY (Associated parallel mose)	ht. Original Vol	() / her
28. LUNGS AND CHEST (Include breasts)	Margaret	
29. HEART (Thrust, size, rhythm, sounds)	1 35	
30. VASCULAR SYSTEM (Varicosities, etc.)	tron Miesen	10-11
31 ABDOMEN AND VISCERA (Include hernia)	- Fee Vr	(
32. ANUS AND RECTUM (Hemorphoids, hitular)	CTRATA	1 Wo rome
33. ENDOCRINE SYSTEM	NOON VOE	W
G-U SÝSTEM	1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1	(6,5), we
35. UPPER EXTREMITIES, (Strength, range of	F. Kr	1 1 House
36. FEET 37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	Con this week	
38. SPINE, OTHER MUSCULOSKELETAL REG-135	67-201101	6-431
35. IDENTIFYING BODY MARKS, SCARS, TATTOOS.	Sear 3	
SKIN-LYMPHATICS	5 AUG 20	1409
11. NEUROLOGIC (Equilibrium teste under stem 72)		Inc
NE 42. PSYCHIATRIC (Specifyany personality deviation)	# "	HWI
42. PSYCHIATRIC (Specifyany personality deviation) 43. PELVIC (Females only) (Check how done)	•	· MM
VAGINAL □RECTAL	(Continue in item 73)	
44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respect ——Restorable teeth —————————————————————————————————	ticely.) 6 X8)—Fized bridge, brackets to	ID ADDITIONAL DENTAL D DISEASES
1-Nonrestorable teeth XXX-Replaced by dentures	include abutments	10 Sype 5
R X 2 3 4 5 6. 7 8 9 10 11 12	13 14 15 16 E Ple	310
G 32 31 30 29 28 27 26 25 24 23 22 21	20 19 18 17 F	ا. رس
TX	× × X	Wes
LABORATORY FINI	DINGS	
45. URINALYSIS: A. SPECIFIC GRAVITY 1.022	46. CHEST X-RAY (Place, date, film number	and result)
B. ALBUMIN D. MICROSCOPIC	117-12	R +
C. SGAR 2-4 WBC. O-1 RBC	1/2/3 - Se	2 /lepart
47. SEROLOGE And result) 48. EKG 49. BLOOD TYPE AND RH FACTOR	50. OTHER TESTS	/
Mag. Washing	1	
- INDIMUM I	1	* * * * * * * * * * * * * * * * * * * *
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	, M	EASURE	MENTS	AND C	THER	FINDING	GS					
51. HEIGHT \$ 52. WEIGHT \$ 53.	OLGR HAIR	1 /	LOR EYES		5. BUILD (Check		LENDER	MEI	MUIG	HEAVY	OBESE	56. TEMPERATURE
57. QUEBLOOD PRESSURE (Arm at heart !	evel)		58.				P	ULSE (1	rm at l	eart level)		
SITTING DIAS. A PECUM-	STANDING -	(S. AS.	A, ŞI	TING		AFTER	EXERCISE	C. 2 N	AIN, AF	TER D.	RECUMBENT	E. AFTER STANDING 3 MIN,
59. DISTANT VISION	60.		REFRACT	TION				61,			NEAR VISIO	N
RIGHT 20/ , CORR, TO 20/ / G	BY	s.	···		C			17.	250	CÓRR, TO	150	& BY
LEFT 20/ CORR, TO 20/ 1 C	BY	5.			C			1/3	A1	CORR. TO		IM BY
62. HETEROPHORIA (Specify distance)	.L. <u></u>			·			-	1	/Y-1-		1-12	
ES° EX° R. F	ı.	L, H.		PRISM I	,VIC			M CONV. CT:			PC.	r , PD
63. ACCOMMODATION	64. COXPBVID	DN (Tyl	yred on	d regult)				EPTH PE			UNCORR	ECTED
RIGHT LEFT	MY	-1	6/1	16			1 6	Test used	a ana s	core)	CORREC	TEO
66. FIELD OF VISION	67. NIGHT VISI	ON (Test	weed and	(score)			68. RI	ED LENS	TEST		69. INTR	AOCULAR TENSION
70. HEARING	71.		- 	UDIOME	TER				.72. PS	YCHOLOGIC	AL AND PSY	CHOMOTOR
DIGITAL IN THE PARTY OF THE PAR			1000	2000 2048	3000	4000 14096	6000	8000	(2	Tests used a	nu score)	, =
RIGHT WV /15 SV /15	250 256	500	1000	2048	2896	14096	6144	8198		۳,		•
LEFT WY 16 /15 SV 15.	RIGHT	1				7) -				
LEFT WV 16 /15 SV /15.	LEFT		, ·	· .	,			4	,		RESULTS	
73. NOTES (Continued) AND SIGNIFICANT OR INTERV	AL HISTORY	+		- 4	· · · · · · · · ·	i	RESU				444	HGBGMS -
4			3/ _	Ť.1.	14		140	2_NA-		-	14.0	100ML
a			ے ر <u>د</u>	الان ي	9/		4.0	2 K+		_	44	HCT %
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			e addition	nai sheeti	i ij neces	ary)	<u>873</u>			Kele-1	<i>Q</i>	FLATELET XIA
74. SUMMARY OF DEFECTS AND DIAGNOSES (List die	`. N '		(I) 	4.5							ı	The state of the s
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75. RECOMMENDATIONS - FURTHER SPECIALIST EXAM	INATIONS INDICA	TED (Sp	ecisy)A	/pt.	bein	g for	lower	169	76.		PHYSICAL	
. To See dern	attolo	~ L	sl (cut	· Des	mator	lowie logist	-11	P	υ	<u> </u>	H E , S
•		8					/	<u>ノ</u>			<u> </u>	
77. EXAMINEE (Check)				40-00-00								b6
A. The qualified for B. Physical category b7C												
78. IF NOT QUALIFIED. LIST DISQUALIFYING DEFECTS	BY ITEM NUMBI	R									В	C E
79. TYPED OR PRINTED NAME OF PHYSICIAN			<u> </u>		SIC	.iy						
80. TYPED OR PRINTED NAME OF PHYSICIAN						-TOTAN						
W. LIFED ON FULLED HAME OF PHISICIAN					1							/
81. TYPED OR PRINTED NAME OF DENTIST OR PHYSIC	IAN (Indicate wh	ich)			SIG	NATURE				·	<u>``</u>	
82. TYPED OR PRINTED NAME OF REVIEWING OFFICER	OR APPROVING	AUTHORIT	ΓY	, 1	sig	NATURE						NUMBER OF ATT
								4	· · · · · ·	,		
K. 7 18				•				-	U.S.	, GOVERNMEN	IT PRINTING C	FFICE : 1966 0-227-478
	47				,			C)			
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and the state of t				
PATIENT'S LAST NAME -FIRST NAME - MIDDLE NAM	iE .		Med NO.	WARD NO./8
DONES MILTON	ANKERS	AGE SEX (Chec	None) LEOSIDE, WHEELCHAIR, OR STRETCHER	BED PATIENT ANGULATORY
,		EXAMINATION PEO	TESTED +	IEST
(Above space for mechanical imprinting, if used)		REQUESTED BY	FOX	7-16-69
PERTINENT CLINICAL HISTORY, OPERATIONS, PHYSI	CAL FINDINGS, AND PRO	VISIONAL DIAGNOSIS		
ANNUAL	PE			
FILM NO. 175/3		DAT	E OF REPORT	23 Ju169
CHEST: 16 Jul 69. Routine active pneumonitis. Minim secondary to old rib fract	al himting	of theright	costoph	renic angle
IMP: No evidence of active	pneumonitis	•		
LT MC USN b6	2			
tec 28 Jul 69	-	GNATURE: (Specify loca	tion of laboratory	if not part of requesting facility)
NAME OF HOSPITAL OR OTHER MEDICAL FACILITY		- +	Standa Promul	rd Form 519A (Rev. Aug. 1954) gated by Bureau of the Budge Circular A-32 (Rev.) ADIOGRAPHIC REPORT 519-205
 	'			

ELETOS CLF

6-109100-431

Attachment to Standard Form 88, Report of Medical Examination For Information and Guidance of Medical Examiner

Na	me of Examinee	JONES Last	M	ILTON	ANKERS
		s of the attached examin		m need not be co	npleted:
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	3	11	65	72	The second of th
	· 4		_67	76,	,
New Law	, O		,68,	· •	• • • • • • • • • • • • • • • • • • • •
46 .	Is necessary unl	éss facilities for affordi	ng same are no	readily available	
48.	Not required unle	ess examinee is over 35	years of age or	examination indic	cates such is desirable.
49.	Is necessary unl	ess facilities for affordi	ng same are no	readily available	
7·1.	and Special Ager	ninations should be afform nts. Applicants for the S 5 decibel average in eit	Special Agent p	osition_will_not_be	accepted if the hearing
, Eô	r All Examinees, V	Yhether Clerical or Speci	al Agent Appli	cants or Employee	Ś:
Th	e medical examine	r should answer the follo	wing question:	na villa de	s. Sp. Yws. ±
	Examine	is not qual	ified for strenu	ous physical exer	tion.
Ţo	be Answered in th	e_Case of All Male Empl	loyees and Mal	Applicants:	was
1.		ve any defects restriction ments which might entail			in defensive tactics and
	No TYes	If "yes" please specify	defects		
-		±			•
- 2:	Does examinee ha	ve any defects prohibiting	ng safe operation	on of motor vehicl	es?-
e and	No - Yes	If "yes" please specify	defects.	, , ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
			 		
	For safe driving o least 20/40 in one rective glasses w	f motor vehicles, Civil S	Service Commis other, corrected ehicle? Ye	sion requires dist or uncorrected.	ant vision must test at Should examinee wear cor-
Þļ	-		به و مدر . التي المستوالية .	1.X 3177	/,
				17-109	1010-701

Height	Small Frame	Medium Frame	Large Frame					
5'4"	117 - 125	-AOMIN. DIV: -1, P. T. 123 - 135	131 - 148					
5, 5"	120 - 129	1 1 36 Mi 05 139	134 - 152					
5'6"	124 - 133	130 - 143	138 - 157					
5'7"	128 - 137	' l 	143 - 162					
5'8"	132 - 141	138 - 152	147 - 166					
5'9"	136 - 146	142 - 156	151 - 170					
5'10"	i 140 - 150	146 - 161	155 - 175					
5'11"	144 - 154	150 - 166	160 - 180					
6'	148 - 158	154 - 171	164 - 185					
6'1"	152 - 163	158 - 176	169 190					
6'2"	156 - 167	163 - 181	174 - 195					
6'3"	160 - 171	168 - 186	178 - 200					
6'4"	169 - 180	178 - 196	188 - 210					
6'5"	174 - 185	182 - 202	192 - 216*					
4. Examinee's frame is small medium large 5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight Satisfactory Excessive Deficient 6. Under proper medical supervision, employee should lose pounds								
Rémarks:			· .					
	b6 b70							
		Signature of M	16-69					

FD-281g (Rev. 8-11-64)

RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

Date 7-1-69

I certify that I have RX received returned the following Government property for official use:

Parking Permit OPO Space 60

RETURNED

Parking Permit OPO Space 63

FILE

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and rejurning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

ANY WAY 3 JUL 10 1965

Very truly yours,

(Signature)

Milton A. Jones

(Typed name).

OPTIONAL FÖRM NO. 10 MAY 1962 EDITION GSA GEN, REG. NO. 27 Del.oach UNITED STATES GOVERNMENT Walters $\it 1emorandum$ b6 b7C : Mr. Bishop-TO DATE: 12-16-69 Sullivan Tavel M. A. Jones Sovats **FROM** SUBJECT: MOST REVEREND BISHOP b7C CONNECTICUT' By letter of December 13th the above-mentioned sent in a change of address form reflecting that he is now Bishop instead of Bishop-Elect. By way of background Bishop wrote the Director on June 10th and, among other things, mentioned that he had been elected Bishop. He also enclosed an invitation to his consecration which was scheduled for September 21st. A letter was sent to Bishop on June 16th (this used the title 'Bishop-Elect,' which, of course, was correct) and the Director congratulated him on his election as Bishop and told him that it was impossible to attend the consecration. The Bureau's mailing list was changed on June 16th to show title as Bishop-Elect. The yellow of the Bureau's outgoing of June 16th was later returned to this Section (received June 17th) for further mailing list action. This was routed to the girls in the Front Office for appropriate attention. Ordinarily under such circumstances an appropriate follow up would be made for September 21st so that the mailing list could be changed to reflect title as Bishop. It would appear that through an inadvertence an appropriate follow-up was not made. When the yellow of the June 16th outgoing was sent to the Front Office of the Crime Research Section, it was handled by , mailing list clerk, who was in the Front Office at the time and has since resigned. The mailing list has now been changed, and all employees currently working on mailing list matters have been cautioned concerning 969 the necessity of making appropriate follow-ups in situations-such-as-this RECOMMENDATION For information 1 - Mr. DeLoach 1 - Mr. Bishop 1 - Mr. Felt Mr. Jones ADDENDUM OF INSPECTION DIVISION PAGE TWO Englosure lo MAJ:ksf (5)

ADDENDUM OF THE INSPECTION DIVISION D.W. MOORE:wmj 12/17/69

This matter has been reviewed and while current procedures in effect to avoid such recurrence appear satisfactory, it does not alleviate the necessity for proper employee indoctrination. Even though responsible employee who failed to handle follow-up has since resigned, the overall responsibility rests with Section-Chief-Milton A. Jones.

RECOMMENDATIONS:

l. That Section Chief Jones be censured for lack of proper employee indoctrination. If approved, to be handled by the Administrative Division. Proposed letter attached.

2. That Bishop letter of December 13, 1969, be immediately acknowledged. If approved, to be handled by the Crime Records Division.

7 Spylon

b6 b7C

Bung hardled prov

FORM 3-542 (9-14-64) APPROVED COMP. GEN. U.S. 4-5-63 IN LIEU OF SF 1126			7	•
FEDERA	L BUREAU OF	INVEST	IGATION	
NAME: LAST, FIRST, MIDDLE			SOCI	AL SECURITY NUMBER
JONES MILTON A				224-60-2482
	NOTIFICATION OF BASIC	CHÂNGE -		CET OU ETGE
CODE-NATURE OF ACTION		EFFE	CTIVE DATE	DATE OF LAST EQUIV, INCR!
892-QUALITY INCREASE X 893-WITHIN GRADE INCREASE	896—ADMIN, PAY IN	CREASE		
894—PAY ADJUSTMENT	OTHER (SPECIFY IN	REMARKS) 1	1/30/69	12/ 4/66
GRADE OR LEVEL STEP OR RATE GS-16 STEP 9	OLD SALARY 130,88	ስ ለመ	NEW SALARY	the three as
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PERIOD(S)	TOTAL EX		STATUS AT END OF	WAITING PERIOD INITIALS
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EMPLOYEE'S WORK IS OF AN ACCEPTABLE	E LEVEL OF COMPETENCE,	, -		3
EMPLOYEE'S PERFORMANCE RATING IS S	ATISFACTORY OR BETTER,	,	. 4	
REMARKS: 67-NOTED ECOD	איזות איי	Lga	Hoo	vier-
12 DE 5 196	DED /	(,)		11/30/69 (DATE)
		JOHN EDGAR HO DIRECTOR	POVER	PERSONNEL FILE COPY
	^ •	_ 1	1	Ġ.

December 18, 1969

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

Due to a dereliction by an employee under your supervision at the time, an individual's title was incorrectly carried on the Bureau's mailing list. This error resulted in considerable embarrassment and certainly could have been avoided had personnel handling such matters been given proper indoctrination.

Hereafter, you will be expected to perform the administrative functions of your assignment in such a manner that criticism of this nature will not be necessary.

MAILED 4
DEC 181969
CÓMM-FBI

Very truly yours,

J. Edgar Hoover

REC-136

John Edgar Hoover Director 1-10-1106 - 43

1 DEC 30 1969

1 -	Mr.	Bishop	(Personal	Attention)

1 - Movement

1 - Crime Records Division Personnel File

JJO:gms

b6

Based on memo Jones to Bishop, 12-16-69, MAJ:ksf, with addendum of Inspection Division, DWM:wmj, 12-17-69.

Northern ...

Mand wish

Rosen
Sullivan
Tavel
Soyars

DeLoach Walters ___ Mohr ___ Bishop ___

Casper _ Callahan Contad _

TELETYPE UNIT

February 6, 1970
PL ONAL

Dear Jones:

You are celebrating your Thirtyfirst Anniversary in the Bureau. You can
well take pride in your service, and I want to
extend my best wishes and congratulations to
you on this occasion.

Sincerely,

J. EDGAR HOOVER

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

RE

RE

FEB 6 1970

Tolson DeLoach Anniversary 2/6 - Friday Walters .. b6 Mohr . b7C Bishop . Caspet . JEH:edm (3) Callahan Contad. Felt. Gale . Rosen Sullivan . Tavel. Trotter

SENT FROM D. O.
TIME 3U AM

DATE 3-6-70

BY 466

FEDERAL BUREAU OF INVESTIGATION FOIPA DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 1 Page 238 ~ b2, b7E